

ATHENS TOWNSHIP SUPERVISORS
January 3, 2017 6:00 PM
Organization Meeting

The meeting was called to order at 6:00 PM. Supervisors present were George Ballenstedt, Susan Seck, Christine Vough, Ronald Reagan and Cheryl Wood-Walter. Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance.

On motion of Ron, second by Cheryl it was unanimous to appoint Robin as Secretary pro tem.

On motion of George, second by Christine, it passed to elect Cheryl Wood-Walter as Chairman. Cheryl abstained from the vote.

On motion of George, second by Cheryl, it was unanimous to elect Ronald Reagan as Vice Chairman.

On motion of Ron, second by Christine, it was unanimous to reappoint Robin Smith as Secretary of the Board for 2017.

On motion of Cheryl, second by Christine, it was unanimous to reappoint Ruth Casterline as Treasurer of the Board for 2017.

On motion of George, second by Christine, it was unanimous to reappoint Susan Seck as Director of Public Works for 2017.

On motion of Ron, second by Cheryl, it was unanimous to hire Attorney John Thompson to represent the Township for 2017 at a rate of \$105 per hour.

On motion of George, second by Christine, it was unanimous to approve the following paid holidays: January 1, President's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving, Veterans Day (Nov. 11th), Christmas & 1 floating holiday for full-time Non-Uniform employees granted immediately according to date of hire. Bargaining Unit holidays as per respective contracts.

On motion of Christine, second by Cheryl, it was unanimous to approve paid sick days per year for full-time Non-Uniform employees (present schedule 15 days per year after 1 year of service with the ability to carry over 5 unused days accumulation not to exceed 30 days). A doctor excuse is required after 3 consecutive days. May use up to 10 days/year as FamilySick Leave ONLY if an immediate family member requires hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

On motion of George, second by Christine, it was unanimous to approve vacation time for full-time Non-Uniform employees: After one year employment - 10 days. After 5 years employment - 15 days. After six years employment, one vacation day per year of service shall be received up to a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.

On motion of Cheryl, second by Christine, it was unanimous to approve time off with pay for bereavement leave for Non-Uniform employees: for the death of husband, wife, children or stepchildren - 5 working days; mother, father, sister or brother - 5 working days; mother-in-law or father-in-law - 5 working days; aunt, uncle, grandparents, grandchild, niece, nephew, brother-in-law, sister-in-law - 3 working days. This leave time is for employee or spouse family member and also includes the death of any 'step-'. Granted immediately after employment. Bargaining Unit bereavement leave as per respective contracts.

On motion of Christine, second by George, it was unanimous to approve to continue to provide dental and vision coverage for each full-time Non-Uniform employee including the family plan, if applicable, as well as individual and family hospitalization benefits under NYS Teamsters Health and Hospital Fund; to provide short term and long term disability, AD&D and \$75,000 life insurance for police officers through Nationwide; provide short term disability (long term disability and AD&D insurance for some) and life insurance of \$30,000.00 for full-time Non-Uniform employees Bargaining Unit employee insurance as per respective contracts.

On motion of Ron, second by Cheryl, it was unanimous to approve 4 personal days for full-time Non-Uniform employees. Granted immediately and prorated according to date of hire. Bargaining Unit employee personal days as per respective contracts.

On motion of Christine, second by George, it was unanimous to approve & provide the Township Non-Uniform Pension Plan and contribute \$101,593 to it and provide a Police Pension Plan and contribute \$94,486 to it for 2017. The employee will be enrolled immediately upon hiring.

On motion of Christine, second by George, it was unanimous to approve that any supervisor in office during 2016 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

On motion of Christine, second by Susan, it was unanimous to give authority to Chairman of the Board to purchase supplies and small items of equipment without formal approval of the Board; give authority to the Vice Chairman if the Chairman is unavailable; and give authority to the other three supervisors to act in the same capacity in the event of emergency when the Chairman or Vice Chairman are not available.

On motion of Cheryl, second by Ron, it was unanimous to appoint Richard Bean as a member of the Vacancy Board for 2017.

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On motion of Ron, second by George, it was unanimous to appoint Code Inspections, Inc. as the building code enforcement entity for Athens Township in 2017.

Voice of the Residents – none

On motion of Ron, second by Susan, it was unanimous to adopt RESOLUTION 2017-01 designating C & N Bank and M & T Bank as our depositories for 2017.

On motion of Ron, second by Susan, it was unanimous to adopt RESOLUTION 2017-02 appointing Cheryl Wood-Walter and George Ballenstedt as Athens Township's two representatives to the Bradford County Sanitation Committee Appeals Board for 2017.

On motion of Christine, second by George, it was unanimous to approve, sign and execute Chief Hurley's Memorandum of Understanding for 2017.

On motion of Ron, second by Cheryl, it was unanimous to allow the Treasurer to pay bills during the month that become due or will be discounted before our meeting at the end of the month.

On motion of Ron, second by Cheryl, it was unanimous to have George be the Voting Delegate for the township at the PSATS Conference in Hershey April 22 – 26, 2017.

On motion of George, second by Christine, it was unanimous to set the mileage reimbursement rate for 2017 at \$.535 per mile as per IRS.

Chairman Wood-Walter took the Board into executive session for personnel 6:20 PM. The secretary was excused and the remaining minutes were taken by Ronald Reagan. The regular meeting reconvened at 7:16 PM.

On motion of Ron, second by Christine, it was unanimous to give non-uniform, non-union employees a 3% raise for 2017.

On motion of Ron, second by George, it was unanimous to allow non-uniform, non-union full-time employees to have a maximum carry-over of unused sick days not to exceed 45 days per year in addition to their 15-day annual allotment for a maximum total available of 60 days per year as of 1-1-2017.

There being no further business, the meeting adjourned at 7:25 PM.

Respectfully submitted,

ATHENS TOWNSHIP SUPERVISORS
and JOINT BOARD MEETING
January 11, 2017 6 PM

Chairman Cheryl Wood-Walter called the meeting to order at 6:10 PM and led those in attendance in the Pledge of Allegiance. Supervisors also present were Susan Seck, George Ballenstedt, Christine Vough and Ronald Reagan. Solicitor John Thompson, Secretary Robin Smith, Treasurer Ruth Casterline and Zoning Officer Edmund Reid were also in attendance.

Voice of the Residents: None

Cheryl welcomed our State Representative, Tina Pickett, to our meeting and thanked her for coming. Representative Pickett presented the Board with a US flag, which was much appreciated.

Cheryl told Susan that the highway department did a nice job on the roads in this last storm.

Arlene Lantz and Meade Murtland were present from the Athens Township Authority. Meade said things are in good shape now. Ron asked where we are with Greene's Landing and Meade said he didn't receive a report from Chairman Musto to give. Ron asked if anything new was coming and he said, to his knowledge, nothing big is coming in the near future.

Cathy Eccker and Meade Murtland were present from the Athens Township Parks and Recreation Commission. (Richard Bean arrived later at 7 PM) Meade said Phase II of the Round Top Park Expansion Project is coming along nicely. The decking and fishing piers are done. Rep. Pickett said she thinks it is wonderful that we have so many Eagle Scout projects done in our parks. Our park commission suggests several projects and the scouts can pick which ones they want to do. Meade said the scouts do a lot that we need done. He said the park commission offers to put a small plaque on each project if the scout would like that, but most don't take them up on that. Cheryl said we had 4 projects last year, and it is nice that the scouts can come back in a few years and see their legacy still in the park. Tina said she appreciates the good working relationship we have with the scouts.

Rita Jo Swingle and Kirstie Lake were present from the Zoning Hearing Board. They only have 2 or 3 hearings a year now that the gas is gone. They do need an alternate and Robin said the Board did appoint William Bresser at the recommendation of the Zoning Hearing Board. She said they should have 2 alternates, so they need to keep looking for one more.

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Scot Saggiomo, Clif Cheeks, Marion Carling and Ron Reagan were present for the Planning Commission. Scot thanked the supervisors for their support, as well as Ed and Cindy preparing them for their workshops. Clif said it has been quiet lately. Ron asked Eddie if there was any more news on Rite Aid. Ed said they need to submit to Zoning Hearing Board, but he hasn't heard anything in about 4 months. Ron said some of the Chesapeake properties have been sold to 77 Energy, but Chesapeake still owns the housing facility and the big office building. We also need to update our zoning ordinance again. Clif said if anyone has any comments regarding any ordinance changes, please see that Planning Commission gets them.

Rita Jo said the red light in Greene's Landing is great. Cheryl said there have been less 'cut-throughs' (at the Dandy) since the curbing was installed. Ron and Cheryl both said they should have a pole light at 199 and signs to help clarify the changes that have been instituted at that location.

Ron asked Rep. Pickett if the KOZ program will continue. She said the Governor opened it for the cracker plant but closed it again. Now they are looking at something called a KEEZ that has something to do with energy. Cheryl asked if there is any oversight on these KOZ zones if a business is granted the tax breaks but leaves before their required timeframe is up – no one seems to follow that. Rep. Pickett said DCED should be overseeing that. The assessment office might also be of help with that.

Ron asked about the gas tax of 32-cents/gal. over 3 years. Rep. Pickett said she was called into the Governor's office before the vote on this. She said she would not vote for this as it's too much money. But, now that it has passed, we have the right to have the infrastructure improvements that these funds are supposed to be used for. Ron asked if this would hurt PA getting new business? Rep. Pickett said the flip side to that is the businesses need roads and good infrastructure to function. Ron said he sees NYSDOT trucks and other trucks filling up at the CNG stations. He asked if she is receiving any flack about the pipelines. She said not from her constituents, but elsewhere. The purpose of the pipeline is exporting gas. Ron asked about the price increase on the PA Turnpike. Rep. Pickett said Interstate 80 was supposed to become a toll road, but that didn't happen. The turnpike is its own Authority and those tolls went up.

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Ron asked if there are any big projects coming up this year and Rep. Pickett said replacing all the little bridges seems small, but it really is a big – and much needed – project.

George asked is there oversight on the revenue from the 32-cent gas tax and where does it go. Rep. Pickett said that all goes into Liquid Fuels. Some of the money is used to fund the State Police.

Rep. Pickett had said she is the Chair of the Insurance Committee in Harrisburg. Ron asked if the Affordable Care Act (ACA) is repealed, what will that do for PA? She said it could possibly be a good thing, because insurance companies are pulling out of the exchanges and that's causing premiums to rise because there are fewer to companies to choose from. Governor Wolf expanded Medicare when he came into office, which took on an additional 600,000 people. Previously, Governor Corbett would not do that because he felt it was too cost-prohibitive.

Rita Jo asked if the Athens Township employees pay anything toward their health insurance. They do not. She asked why? Cheryl said it was a collective bargaining issue and we have contracts.

Meade asked what happens to people who live in a state that has no insurance providers? It's unknown.

With regard to the Athens Bridge lighting, Robin reminded everyone that we had voted to retrofit the existing lighting on the bridge with LED lighting. She was contacted by PennDOT the day after our meeting telling us that we would need to have the lights ENGINEERED before we could do a retrofit – and we would be responsible for that cost. Several phone calls and emails back and forth with PennDOT District 3, Representative Pickett, and Senator Yaw's office had no impact. PennDOT does not have a spec for this. We cannot afford to hire an engineer and accomplish this retrofit, even though it would take us from the current bulbs with a 30-DAY life span and NO warranty to an efficient LED light with a 5-year life span, 5-year warranty and 70% energy savings. On motion of Christine, second by Ron, it was unanimous to accept the quote from Kuharchik to replace the lights with the current style bulbs instead of the retrofit. Representative Pickett said she will continue to fight for us on this issue.

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Cheryl said she has read the Survey of Financial Condition, and Robin can go ahead and file this annual report.

Susan said we need to replace one of our dump trucks. We have put over \$7,000 in it last year and \$2,000 this year. It has leaks everywhere and needs to be retired. She and two of the guys went to Burr Truck in Vestal to look at a 2005 Volvo tandem axle dump truck. She knows we have to bid this out, but this is a great find at \$74,995. She said we put \$50,000 away toward a truck in the budget. She also said they want a box with a conveyor that spreads the material from the front of the box instead of from the back. Discussion was held. Ron said at some point we have to stop buying someone else's problems. She said we have 2 used trucks out there now – the blue truck is running well but has had some maintenance lately. Ron reminded everyone that the funds we have put in the budget for anti-skid and salt are not just for Jan. – March, but also are for Oct. – December. Susan said she thinks we can make our own anti-skid in our pit. Ron told Susan to put together a spec for the end of the month and we'll decide if we can advertise at that point. John Thompson added that we would need to include the trade-in in the bid.

Ron said he's noticed we are missing a lot of road signs lately. Susan has noticed that as well and she has talked to Larry about it. Robin suggested putting a mark on the back of the replacement signs that only the township would recognize so we would be able to identify the sign as ours if it was found.

The Board thanked everyone for coming.

Chairman Wood-Walter took the Board into executive session at 7:50 PM for personnel. The regular meeting reconvened at 9:06 PM, and the remaining minutes were taken by Ron Reagan.

On motion of Cheryl, second by George, it was unanimous to have Susan and John Thompson meet with Ray Brobst to discuss his employment status and options.

There being no further business, on motion of Ron, second by George, it was unanimous to adjourn the meeting at 9:45 PM.

Respectfully submitted,

ATHENS TOWNSHIP SUPERVISORS
January 25, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:03 PM. Supervisors also present were Susan Seck, George Ballenstedt, Christine Vough and Ronald Reagan. Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Robin Smith were also in attendance. Cheryl led us in the Pledge of Allegiance.

Voice of the Residents: None

Cheryl had a letter regarding a parking issue on Tannery Road. The letter stated the road is not delineated from the business parking lot next to it, and people are parking in the actual road. Susan said the letter is not signed, and the residents can still get out on the road. No action was taken.

Cheryl kept the assigned Board committees the same as they were in 2016:

Cheryl:	Finance, Insurance, Right-To-Know
Ron:	Office, Buildings/Grounds, Planning, Zoning
Christine:	Sewer, Insurance, Safety
Susan:	Roads, Parks, Junkyards
George:	Fire, Police, Recycling

Cheryl also told the press that they did a good job of covering our lighting issue on the Athens Bridge. PennDOT picked up on it and said we can't change to LED lighting without having it engineered. We contacted Representative Tina Pickett and Senator Gene Yaw concerning this to make them aware of the situation and to enlist their help. We will be replacing the bulbs with the same type of bulb and will not be upgrading to LED at this time.

No one was present from the Athens Township Volunteer Fire Company.

On motion of Ron, second by Susan, it was unanimous to approve payment of the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Ron, second by Susan, it was unanimous to have Ruth attend the Government Finance Officers Association of Pennsylvania State Conference in State College on April 23 – 26 instead of the PSATS conference (which is held at the same time).

Richard Bean reported for the Parks Commission. Insinger is done for the winter. The pavilion, boardwalk, docks, playground area and benches are complete and the parking lot is ready for tar and chip. Insinger will be back in the spring to plant grass and dress up/roll the trails. Richard agreed with the work stoppage for the winter. So far his 'fine' is up to \$9,600. He asked Skip to calculate the percentage completed so he can be paid. Richard also wants a completion deadline in the spring with a penalty phase if he goes over.

They will be installing the electric in the spring. Playground equipment is ready to go up and they need volunteers to help put it together. They hope to finish Phase III and have the whole project completed by September 1st. Phase III will be another pavilion in memory of Jack Walter, a composting toilet and a trail with one or two bridges over the wetlands. We have not heard from Mustang Carriers concerning the \$3,000 for the damage to the Tozer's Landing sign. It is in the court system. The star was taken down by the fire company – Richard and Barry delivered it to the barn. Richard talked to the American Lung Association regarding the smoke-free signs. They want a copy of the resolution. Robin has forwarded it to them. Round Top Park is closed, but will be open for cross-country skiing when there is enough snow. The park truck is in for body work. The loan has not been approved yet by DCED – we're waiting on them. John Thompson said the hold-up was because of Authority loans that had not been closed out correctly.

On motion of Ron, second by Cheryl, it was unanimous to have Ed and Robin attend the Emergency Management webinar on February 1st at a cost of \$40.

On motion of Christine, second by George, it was unanimous to have Ed attend his annual Floodplain Management Course February 13 – 16 in Wilkes-Barre, and to pay reasonable expenses for his hotel and meals.

On motion of Ron, second by Cheryl, it was unanimous to issue a Proclamation declaring the Month of April, 2017 as "Pennsylvania 811 Safe Digging Month".

On motion of Ron, second by George, it was unanimous to allow webinar participation without board approval for webinars \$50 and under. The Board would like to be made aware when we sign up for webinars, and would like a short summary of the webinar upon completion.

Susan presented a spec for the purchase of a used dump truck. Discussion was held. Changes made to the spec were to have bidders bid a price with trade-in and a price without trade-in, and to add a maximum mileage amount of 130,000 miles. On motion of Susan, second by George, it was unanimous to bid for a truck with bid opening at our February 22nd meeting.

Ron asked if we need to be bidding for summer materials. Susan said she is getting a list together for our February meeting. Robin said our fuel bid runs out in February so we need to make sure that gets bid for opening at our February meeting. Robin said we need to have our salt amounts in by March 15th for next season if we want to participate in the COSTARS contract.

Ralph Blowers said he would like to have us do corrections to the intersection at Pitney Street and North Keystone Avenue, because the stop bar needs to be moved back about 20 feet to allow for trucks to make the turn. He was told these are PennDOT roads and are in South Waverly, not the township.

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Robin presented a correction to the December 28, 2016 minutes. Page Two, Paragraph 5 needs to be changed to add the words “in memory of former supervisor, Daryl Parks” after the donation of \$50 to the Orange Hill Cemetery. On motion of Ron, second by Cheryl, it was unanimous to approve the minutes of December 28th with the correction, and the minutes of January 3, 2017 as written. George abstained from the December 28th minutes as he was absent from that meeting.

On motion of George, second by Susan, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Cheryl told everyone that dog licenses would be available at the township building on February 15th from 9 AM to 2 PM.

Ron Reagan thanked everyone for their thoughts and prayers for the loss of his mother.

Chairman Wood-Walter took the Board into executive session at 7:55 PM for personnel issues. Robin left at 8:50. The regular meeting reconvened at 10:40 PM and the remaining minutes were taken by Cheryl Wood-Walter.

Ray Brobst will be retiring on February 9, 2017 after 38 years of service. On motion of George, second by Susan, it was unanimous to get a \$300 gift card for Ray to be paid for from General Fund.

On motion of Cheryl, second by Ron, it was unanimous to pay Ray for his unused vacation, sick, personal and floating holiday days after February 9, 2017 in the amount of \$12,120 (before taxes), with the funds coming from the retirement account.

On motion of Cheryl, second by Christine, it was unanimous to run an ad for a Heavy Equipment Operator.

On motion of Ron, second by Cheryl, it was unanimous to amend the “Athens Township Non-Uniformed Employees Pension Plan, Originally Effective July 1, 1987, As Amended and Restated Effective January 1, 2008” as adopted by ORDINANCE 2008-09, as follows: Page 8, Article II – Participation, Section 2.2(a)(2)bullet point 3 to be changed to read: Part-time non-uniformed employees where part-time is defined as working less than 1664 hours per year; retroactive to March 9, 2015. The motion passed with Susan abstaining.

On motion of Christine, second by Susan, it passed to enter into a Memorandum of Understanding with the Police Department bargaining unit to use January 1st of the calendar year

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as the date to allocate (be given) annual vacation days. The anniversary date shall be used for additional days earned for years of service. Ron Reagan voted no.

On motion of Christine, second by Susan, it passed to direct the Treasurer to use January 1st as the date for annual vacation allotment beginning January 1, 2017 for the police department. Anniversary date is to be used for the additional days earned for continuous service, only; the following officers have already received annual leave credit in January of 2017 – Keith Stackhouse and Daniel Thomas, so therefore do not need their annual leave adjusted. Ron Reagan voted no.

There being no further business, on motion of George, second by Christine, it was unanimous to adjourn the meeting at 10:50 PM.

Respectfully submitted,

Robin L. Smith
Township Secretary

ATHENS TOWNSHIP SUPERVISORS

February 22, 2017 7:00 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:05 PM. Supervisors also present were Ronald Reagan, Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson and Secretary Robin Smith were also in attendance. The Pledge of Allegiance was recited by those in attendance.

At this time the bids for fuel (delivered) were opened and were as follows:

WOC Energy	14K diesel: \$1.9195/gal;	11K gal 87 oct: \$1.7912/gal
Mirabito	\$1.8698/gal;	\$1.7944/gal

On motion of Ron, second by George, it was unanimous to award the diesel bid to Mirabito and the 87 octane bid to WOC Energy.

One bid was received for the purchase of a used dump truck. The bid was from Burr Truck of Vestal and was for a 2005 Volvo in the amount of \$74,995. Discussion was held. On motion of Susan, second by Christine, it passed to accept the bid from Burr Truck without the recapped tires (additional \$2,000) and without trading in the 1999 Mack (for a \$5,000 credit), to be paid for with the \$50,000 set aside in Liquid Fuels and the reassignment of the \$25,000 set aside for a mower in Capital Reserve, both to be repaid. Ron voted no as he was not in favor of purchasing a truck that is so old.

Voice of the Residents:

Bill Cotton, Clark Rogers and Jamie Rosenberger were present with their attorney, Taunya Knolles Rosenbloom to discuss the requirements for a medical marijuana processing facility to possibly be located at 604 Gateway Industrial Park Road. Township Solicitor, John Thompson, said this type of facility is not an accepted use, so it would require a Conditional Use Hearing with the Board of Supervisors. Taunya said the building meets all the criteria for a medical marijuana facility, and it would be all secure inside, highly regulated, and inspected weekly. Inside the building will be both the growth component and processing component. They are looking to market the property as a location for a medical marijuana processing facility and want to make sure they will not be met with a "hostile environment". The facility would create 30 jobs, would be quiet, and would not have a lot of traffic. There would be no trucks or heavy traffic.

Taunya asked John when our next Zoning Ordinance update would be, that would include facilities like this. John said he can't speak to when the next update will be – it's almost been a continuing process. He said it could be in the not-so-

distant future. John said this would require a Conditional Use hearing, and then a decision will be made. He added that he spoke with several individuals and no one expressed any negative feelings about this. He said they watched a webinar on this and state law dictates that this type of facility would require building code inspection. Taunya asked why it would need to be inspected if there were no changes. This is required to determine that the site is prepared for this particular use. Taunya said then code would be involved, they would need a Conditional Use application, what else? John said they would need a land development. Taunya said SALDO, anything else? John said everything was pretty much spelled out in the letter he sent. He was also surprised to hear they took his response as negative, because he felt it was quite congenial. Taunya said she made a courtesy call to find out if the township would accept a facility like this but she didn't receive an answer. She will be making another courtesy call. This is a very extensive application process. They left at this time.

Ron asked if we could get the PSATS webinar (on medical marijuana) again so the whole Board could watch it, and Robin said yes. Ron said there are 6 different regions, and each region only gets 2 grow/process permits. These operations are regulated by the Department of Health, but municipalities can also put regulations on these facilities. In PA these are not considered Agricultural use – they need to be in an Industrial District. He said they will have a master grower and a chemist on-site. Cheryl said this is very unique and is very specific as to what is being treated. Ron added that the grower/processor can't also be a distributor. This product comes in 4 forms: oils, creams, vapors and pills.

The treasurer's report was reviewed at this time. On motion of Susan, second by Cheryl, it was unanimous to pay the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the treasurer.

On motion of Cheryl, second by George, it was unanimous to approve the payment of the Bradford County Sanitation Committee assessment fee in the amount of \$6,345.

Robin presented the Parks and Recreation Committee report. They have given Insinger Excavation until April 3rd (weather permitting) to complete the entire project. If it is not completed, there will a \$200/day penalty. There is an organization considering installing the playground equipment for the new park area. The commission will hold a special meeting on March 7th at 12:30 PM to review the prints for Phase III. They hope to have the whole project completed by

September 1st. The Park Commission voted to pay Insinger for the Phase II work, minus the penalty fee of \$9600 and the 5% retainer. The amount of the check will be \$234,298.96. We have not heard from Mustang Carriers concerning the \$3,000 for the damage to the Tozer's Landing sign. We received the signs from the American Lung Association concerning the smoke-free areas. We need to purchase posts and signs for the designated smoking areas. The park truck is getting body work done and will be ready in 2 weeks. We will be installing the electric power during the month of March. We will be asking for inmates again this year. They are considering asking Barry to come back to work in March if we can get inmates to cut trees, build the panel board for electric service and install the no smoking signs. John Thompson said the loan is finally all approved and he is looking to set up a time next week to have the paperwork signed. On motion of Ron, second by Christine, it was unanimous to have Cheryl sign the paperwork for the Board at the closing.

On motion of Ron, second by Cheryl, it was unanimous to reappoint Dr. Bruce Carpenter and Ms. Stacey Sickler to the Spalding Memorial Library Board as representatives for Athens Township.

On motion of Cheryl, second by Ron, it was unanimous to have Ed, Robin and Clif attend the Municipal Summit in Wysox on March 22nd, (\$10 fee each) along with any supervisor that wishes to go. Robin will register everyone.

On motion of Ron, second by Christine, it was unanimous to allow Robin to attend her PSATS Resolutions Committee meeting in Enola on March 1st.

Robin asked for direction as to the Non-Uniform Pension Plan amendment that was adopted by motion last month. Discussion was held. It was decided that Robin would contact our actuary, John Vargo, and have him restate the plan document that we will then adopt by ordinance.

On motion of George, second by Christine, it was unanimous to approve Borton Lawson's request for an extension of the Thomas Avenue Bridge preliminary engineering contract through March 21, 2018.

Robin presented PennDOT's letter concerning the bridge lighting. No meeting will be requested.

Susan presented her list of road repairs that need to be done. Discussion was held as to how to prioritize the repairs, and that the material amounts need to be determined so they can be bid out. The supervisors decided that they will all do road inspection on their own by our next meeting so they can decide which projects can be done. Susan will get ballpark estimates for our next meeting so we know what we can afford. It was determined that we will participate in the COSTARS salt contract again this year, and will request 1000 tons. We will need to bid DSA for the McKinney Hill Dirt and Gravel Road project, but we need to get the prevailing wage rates. We will need to have the DSA delivered and applied and Susan said it does not need to be PennDOT-certified. Robin will contact Kirsten to find out what positions we need to get prevailing wage for and will get that going. Susan wants to get 6000 T of anti-skid, but is also considering bidding out the crushing of 8000 T of anti-skid from our pit instead, so that will have to be decided before anything can be bid. We will also be bidding out the old dump truck.

On motion of Ron, second by Christine, it was unanimous to approve the minutes of January 11th and 25, 2017 as written.

On motion of Christine, second by Susan, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Chairman Wood-Walter took the Board into executive session at 8:48 PM for personnel and pending litigation. The secretary was excused at this time and the remaining minutes were taken by Ronald Reagan. The regular meeting reconvened at 9:34 PM.

On motion of Ron, second by Christine, it was unanimous to have Cheryl sign the stipulation settlement for the Comfort Inn.

On motion of Susan, second by George, it was unanimous to have Cheryl sign the road study agreement in Wildwood so we can schedule the test.

On motion of Susan, second by Cheryl, it was unanimous to have Precision Auto Body fix Truck #8 for \$5,671.21.

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On motion of Cheryl, second by Ron, it was unanimous to hire Brighton Covey as a recycling back-up, as needed, at minimum wage, effective upon the completion and filing of all his employment paperwork.

There being no further business, on motion of Susan, second by George, it was unanimous to adjourn the meeting at 9:39 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
March 29, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7 PM. Supervisors also present were Susan Seck, Christine Vough and George Ballenstedt. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Cheryl led those present in the Pledge of Allegiance.

Voice of the Residents: None

Cheryl expressed thanks to the road crew for all their hard work during the last snowstorm. She thanked them as Chairman and also as a resident.

Auditor Chairman Bill Morris presented the audit report to the Board, stating this audit shows the township is growing and growing. He told the Board they should be thankful they have a great treasurer in Ruth Casterline. Cheryl thanked Bill for the report.

No one was present for the Athens Township Volunteer Fire Company.

The Treasurer's report was reviewed. Ruth had requested a motion to ratify bills paid since the last meeting. The Board discussed a motion made at the January 3, 2017 organization meeting that should cover this for 2017, but will include it in the motion tonight at Ruth's request. On motion of George, second by Susan, it was unanimous to pay the monthly bills as presented, and to ratify any invoices paid since February 22nd. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Ron Reagan arrived at 7:10 PM.

Robin said Ruth needs an answer from the Board as to whether or not they are in agreement with the PTO log sheets for the employees that she passed out for the last meeting. On motion of Christine, second by Susan, it passed to approve the distribution of all the PTO log sheets for 2017. Ron voted no, as he was against the change in the vacation calculation for the police department.

Robin presented Ruth's Treasurer's Bond (\$2,445) and her own financial bond (\$7595). In calling the bond company, Robin was told that her bond is higher because she is the Township Secretary and is covered by a Public Official's Bond. After much discussion, the bond company told Robin if she was given the title of "Assistant Treasurer" (to more accurately reflect what her bond is for), her bond rate would drop to the same as Ruth's. Robin said this would save the township \$5150 per year. On motion of Ron, second by George, it was unanimous to appoint Robin as Assistant Treasurer.

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Athens Township Supervisors
March 29, 2017

Richard Bean reported for the Parks Commission. They have given Insinger until April 21st due to the weather. The playground equipment is ready to go up. They have not heard anything from Mustang Carriers concerning the \$3000 damage to the Tozer's Landing sign. Young Lungs At Play signs have been received and will be installed by Barry and the inmates. The body work has been completed on the Park truck. Electric installation for the park expansion has been delayed because of the snow and very wet ground. Inmates will start Tuesday, and Barry is now back to work. Park inspection is scheduled to start at Tozer's Landing at 9 AM on April 8th. The Park will open May 13th. Bids for Phase III will be going out. Our engineer is running behind schedule and that will affect the completion date.

Robin presented the non-building waiver for Milan Energy LLC's cell tower in Sheshequin Township for approval. This tower is located on a parcel off Bradley Road - the greater majority of which is Sheshequin Township - and a very small portion is in Athens Township, with the parcel being taxed in Athens Township. Bradford County Sanitation Committee has sent a non-building waiver to both townships to sign. On motion of Ron, second by Cheryl, it was unanimous to approve, sign and execute the non-building waiver for this tower.

On motion of Christine, second by George, it was unanimous to adopt RESOLUTION 2017-03 eliminating employee contributions to the pension plans for 2015, 2016 and 2017.

Larry has requested an increase in the internet 'speed' as currently the officers have problems uploading their reports before they time-out. He has money in his budget for the increase. This will improve the internet in the entire building. On motion of George, second by Susan, it was unanimous to have Larry arrange this upgrade, and to have it paid for from his budget.

Robin presented 2 quotes from Webster's for roof repair over the police department (\$7478) and interior work to repair where the leaks were (\$948). The roof quote has an Option A and an Option B - either for the same price. On motion of Ron, second by George, it was unanimous to accept both proposals. Larry will contact Webster's and make the decision on which option to do, and to schedule the work.

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Athens Township Supervisors
March 29, 2017

On motion of Christine, second by Ron, it was unanimous to have Ed Reid attend the Disaster Risk Reduction Workshop at PEMA HQ in Harrisburg on April 17th and 18th, and to pay for his reasonable expenses for hotel and meals.

On motion of Ron, second by Cheryl, it passed to adopt ORDINANCE 2017-01 for Non-Uniform Pension Plan restatement of the definition of “part-time”. Susan abstained from the vote as she is a member of the Non-Uniform Pension Plan.

Susan requested permission to put the dump truck we just replaced on Municibid with a reserve of \$22,000 in place. Discussion was held. Ron asked what was wrong with it and Susan said it has leaks in the engine and the transmission. Susan will get Robin a spec for the truck, plow, spreader and everything else with it. On motion of Ron, second by George, it was unanimous to put the truck on Municibid with the \$22,000 reserve and to put that money back into the account we drew from to purchase the 2005 Volvo.

On motion of Christine, second by George, it was unanimous to send the highway department to the Vestal Asphalt breakfast on April 10th in Windham. Susan will RSVP for the department.

On motion of Cheryl, second by Christine, it was unanimous to send the highway department to the Dirt and Gravel Road Program refresher course at the Best Western in Sayre on April 19th and 20th. Susan will register everyone.

Susan presented information on a vehicle undercoating process that Decatur’s is doing. She said they will warranty for the life of the vehicle if it’s done every year (new vehicles). She would like to do that for the dump trucks and pickup trucks. The Board said this is something to look into further for our newer vehicles.

On motion of Susan, second by Christine, it was unanimous to hire Gene Millard as a Heavy Equipment Operator at the current contract rate for new hires, with a 1-year probation period, conditioned upon passing all clearances and effective upon the completion of all employment paperwork.

Bradford County Emergency Services had requested a total of each municipality’s total storm costs to see if we would meet the threshold for federal disaster aid. Our total for the highest 48-hour period was \$23,158.32. They will update us when all the data for the County is compiled.

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Athens Township Supervisors
March 29, 2017

Robin reported that our one buyout application was not funded in this round.

Robin asked if everyone had the chance to do their road inspection and they said they will have their lists for our meeting on April 19th.

On motion of Christine, second by Ron, it was unanimous to approve the minutes of February 22, 2017 as written.

On motion of George, second by Christine, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Chairman Wood-Walter took the Board into executive session at 8:05 PM for personnel and pending litigation. The secretary was excused at this time and the remaining minutes were taken by Ronald Reagan.

The flags on the Chemung River bridge need to be replaced due to being in poor condition. Christine will look into it.

There being no further business, on motion of Ron, second by George, it was unanimous to adjourn the meeting at 9:35 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
April 19, 2017 6 PM

The Board of Supervisors viewed a PSATS webinar on medical marijuana, and how to plan for it for our township. Members of the Planning Commission and Zoning Hearing Board were also invited, as well as members of the press.

ATHENS TOWNSHIP SUPERVISORS
April 19, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:02 PM. Supervisors also present were Susan Seck, Christine Vough and George Ballenstedt. Ron Reagan was absent. Secretary Robin Smith and Solicitor John Thompson were also present.

The opening of the bids commenced and were as follows:

6000 T (+/-) DSA picked up by the township as needed throughout the year

Marcus Cole: \$6.50/ton
Insinger Excavating: \$6.47/ton

On motion of Susan, second by George, it was unanimous to table the bid award until our meeting of 4/26 so Susan can have the material tested for compatibility with the oil we use.

2500 T DSA delivered & applied to McKinney Hill Rd as per spec

Glenn O Hawbaker: \$31.90/ton
Bristol Excavating: \$15.93/ton
Insinger Excavating: \$14.89/ton

On motion of Susan, second by George, it was unanimous to accept the bid of Insinger Excavating contingent upon testing of the product by BCCD.

6000 T (+/-) AS2 antiskid crushed and screened at our pit as per spec

Marcus Cole: \$3.75 stockpiled @ pit \$7.45 hauled/stockpiled in twp yard

On motion of Susan, second by Christine, it was unanimous to table this until our April 26th meeting so Susan can decide which place to have it stockpiled.

8000 cu.yd. ¾-inch-minus modified (mixed with clay onsite) crushed at our pit.

Marcus Cole: \$3.70 stockpiled @ pit \$7.45 hauled/stockpiled in twp yard

On motion of Susan, second by Christine, it was unanimous to accept the bid of Marcus Cole to crush and stockpile at our gravel pit.

AASHTO #8/1B stone – clean and washed, picked up by the township

Dalrymple: \$14.25/ton

On motion of Susan, second by George, it was unanimous to accept Dalrymple's bid.

Chairman Cheryl Wood-Walter recessed the special meeting at 7:35 PM to hold a public hearing for the application of Smokin' Joe's Tobacco Shop, Inc. requesting approval for the Intermunicipal transfer of a liquor license from the Weigh Station Café in the Borough of Towanda into Athens Township. Township Solicitor John Thompson explained the process and then turned the hearing over to the applicant's attorney, Morris Raub. Attorney Raub explained that the purpose of the supervisor's hearing was to hear public comments. The liquor law states that the receiving municipality must approve the transfer unless it can be shown as being detrimental. Once the municipality accepts, the license can't be transferred out for 5 years. If the board grants the transfer, it must be by resolution or ordinance, which must go with the application.

Attorney Raub then called upon the Director of Operations for Smokin' Joe's Tobacco Shop, Inc., David Supko, as his first witness. Mr. Supko has worked for the company for 17 years. He stated it is a family-owned business that has grown to 30 retail stores and 272 employees. They do have opportunity for advancement, and many employees have been there 10-20 years. He stated it is a solid company that is operated with integrity. He respectfully requests the transfer be granted.

Attorney Raub asked Mr. Supko if this facility would be in the Sayre plaza next to Arby's, and he said it would. He then asked if they would be selling tobacco and he said no – just beer and accessories. The property address is 2309 Elmira Street in Athens Township.

John Thompson asked if this was a restaurant license and Attorney Raub said it was. He added that they would be selling "finger foods" – it won't be the sort of place you would go for dinner. They will serve pizza – they will be serving what they minimally need to serve to comply with the PLCB requirements.

Cheryl asked if they would have takeout and they will. People will also legally be able to sit down and eat and drink there.

Ralph asked if the purchase of food is required and Attorney Raub said the availability of food is required. He added that they will still need to get over many hurdles with the PLCB. He also added that the State liquor store is in the same plaza.

Christine asked how many employees they will have. Mr. Supko said 3 to 4, maybe not all on the same shift. Cheryl asked if the PLCB regulates hours and they said yes. Christine asked what hours they're looking at, and they said approximately 8 AM to 9 PM.

John Thompson asked if they're operating with a liquor license at any of their other locations. Attorney Raub said they have several applications pending (Wilkes-Barre, Choconut, Honesdale).

Christine asked if these will be full-time positions. Mr. Supko said they are required to have one full-time manager trained and on-site. The remaining employees are to be determined.

John asked if there were any more questions from the board and there were not. He then opened the floor to questions from those in attendance.

Clif Cheeks asked if you can have beer when you eat there, and if you have to buy a six-pack or just an individual beer. Mr. Supko said they would sell individual beers as well.

There being no further questions, the public hearing was adjourned at 7:54 PM and the Board went into executive session at that time. The regular meeting reconvened at 8:05 PM.

On motion of George, second by Cheryl, it was unanimous to approve RESOLUTION 2017-04, approving the transfer of the license. John Thompson will prepare the resolution to be signed at our meeting of April 26th, then providing it to the applicant. The applicant waives any time constraint for the resolution.

Voice of the Residents: None

On motion of Christine, second by George, it was unanimous to approve a draw on the loan in the amount of \$150,000 to repay accounts from which invoices for the Round Top Park Expansion project were paid.

On motion of George, second by Susan, it was unanimous to approve the installation of cameras that were disconnected from the office side last year (meeting room and parking lot/shop yard) and to install an additional monitor for the zoning office.

On motion of Cheryl, second by Susan, it was unanimous to approve the Athens Area School District's request to close Pennsylvania Avenue between the schools on June 2nd for graduation (5-9 PM) and September 27, 2017 for Cavalcade of Bands (5:30 – 9:30 PM).

There will be no date change for the May 31st meeting.

On motion of George, second by Cheryl, it was unanimous to close recycling on the following days: New Year's Day, Easter, 4th of July, Thanksgiving and Christmas.

On motion of Cheryl, second by Susan, it was unanimous to grant the 90-day extension request for the Toyota land development.

On motion of Cheryl, second by Christine, it was unanimous to ask the fire company to remove the flags from the Route 199 bridge permanently.

Susan presented an estimate from Greg Dibble in the amount of \$76,395 for the paving of Cole Street, and wants to have Robin bid out the Cole Street project with the driveway tie-ins. She reminded the Board that she was supposed to get \$50,000 toward paving Cole Street. Robin said this is just a materials list and Susan said it was the spec. Robin said the drainage at the bottom of

Elmira Street needs clearance from PennDOT if anything needs to be done with that. Susan said the people on the left won't be happy with what we're doing. Robin asked why are we doing it then? George asked if they will be upset?? Robin said we will need easements if we go out of our right-of-way and onto private property to tie in the driveways. This was tabled until our next meeting so Susan can get clarification from Greg Dibble as to what his estimate covers.

Robin presented a letter of resignation from Dr. Musto from both the Athens Township Authority and the Valley Joint Sewer Authority Board, effective April 28, 2017. Robin spoke with Valorie to see if they have anyone in mind as a replacement. She said they will be looking and will advise.

Robin said the Greens Landing signal is up and running! She has contacted PennDOT about a couple issues we've seen and they will be looking into them.

On motion of George, second by Christine, it was unanimous to approve the minutes of March 29, 2017 as written.

Chairman Wood-Walter took the Board into executive session at 8:48 PM. The secretary was excused at this time and the remaining minutes were taken by Cheryl. The regular meeting reconvened at 8:57 PM.

On motion of Susan, second by George directing John Thompson to get a copy of the Microtel appraisal. All in favor, none opposed.

There being no further business, the meeting ended at 8:58 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
April 26, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:02 PM. Supervisors also present were Susan Seck, Christine Vough, and George Ballenstedt. Ron Reagan was absent. Solicitor John Thompson and Secretary Robin Smith were also in attendance. The Pledge of Allegiance was recited by those present.

Richard Bean reported for the Parks and Recreation Commission. Spencer DeKay will be installing the flag pole at Tozer's Landing. Insinger Excavation is on hold due to wet ground. The playground equipment is ready to go up. The Sayre and Athens Rotary will be installing it. There is one quote for the concrete work for the park expansion. Nothing more from Mustang Carriers concerning the \$3,000 damage to the Tozer's Landing sign. It is in the court system. The smoke-free signs have been installed in all parks. The ground needs to dry up before the electric can be installed for the park expansion. Inmates have been requested for the week of May 4th. Parks inspection was held April 8th. The park will open May 13th. They are looking for volunteers to build picnic tables for the two new pavilions. They are running behind schedule for the bidding of Phase III. They have discovered permit is needed from the fish commission to purchase grass carp for the pond at a cost of \$75.

Voice of the Residents: None

Dave Steinfelt was present for the Athens Township Volunteer Fire Company. He said they've had 80 alarms already this year (normally have about 200/yr.) so they are very busy. They have new officers after the election: Keith Stackhouse, Chief; Brian Farr, 1st Asst. Chief; Dave Steinfelt, 2nd Asst. Chief. They have purchased the property next door and plan to just clean it up for now. They may use the garage for storage. 35 of the air cylinders for their air packs will expire by the end of the year. The cost is about 1000 per cylinder. The fire company respectfully requests \$18,000 from Act 13 funds towards the replacement of these cylinders. They didn't ask for any Act 13 funds last year, and are hoping we can fill this request. They are spending more time at both stations, and are hoping to get more members from the East Athens area. They will be doing another gun raffle on September 26th.

On motion of Susan, second by George, it was unanimous to award the DSA 6000 T bid to Insinger Excavating.

On motion of George, second by Christine, it was unanimous to award the AS2 antiskid bid to Marcus Cole, with him crushing it all at once and hauling it to the township yard in 2 installments.

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The minutes were not approved as they have not been distributed yet.

On motion of Christine, second by Cheryl, it was unanimous to accept the monthly reports as presented.

Friends of King Road did a cleanup of King Road on April 22nd and collected 6 bags of garbage, 2 bags of recyclables, a tire, a TV and a few fender pieces. We thank them for their continued efforts.

Correspondence/Information was as listed in the meeting agenda.

Cheryl took the Board into executive session at 7:45 for pending litigation. The secretary was excused at this time and the remaining minutes were taken by Cheryl Wood-Walter. The meeting reconvened at 8:05 PM.

George makes a motion to accept stipulated settlement on Microtel assessment appeal; second Christine, all ayes.

Cheryl makes (motion) for Resolution 2017-04 to approve formal request to transfer inter-municipal liquor license by Smokin Joe's. Second George; all ayes.

Adjourn 8:10 PM - motion Christine, second Susan, all ayes.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
May 3, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7 PM. Supervisors also present were Ron Reagan, Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson was also in attendance. Minutes were taken by Ronald Reagan.

Chairman Wood-Walter took the Board into executive session for personnel at 7:05 PM. The regular meeting reconvened at 9:10 PM.

Discussion was held regarding the repair of Trucks 5 and 8. On motion of Susan, second by Cheryl, it was unanimous to rescind the motion to have Precision Auto repair the door on Truck 8.

On motion of Susan, second by Cheryl, it was unanimous to have Watson Diesel fix the door and wing plow on Truck 8 and the wing plow on Truck 5 at a cost not to exceed \$9,648.10.

On motion of Susan, second by Christine, it was unanimous to advertise for a public works employee.

There being no further business, on motion of Ron, second by George, it was unanimous to adjourn the meeting at 9:15 PM.

Respectfully submitted,

Ronald P. Reagan
Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
May 31, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7 PM. Supervisors also present were Susan Seck, Christine Vough and Ronald Reagan. George Ballenstedt was absent. Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Robin Smith were also in attendance. Cheryl led those in attendance in the Pledge of Allegiance.

We received a few bids on our 1999 Mack 10-wheeler that we were auctioning on Municibid. The high bid was \$11,200 and we had a reserve of \$22,000. Susan said the truck was worth more than \$11,200. Ron wants to get an estimate to fix it. Discussion was held. On motion of Ron, second by Christine, it was unanimous to have Susan get the estimate.

Voice of the Residents:

Dale Elliott of 177 Cole Street asked the board what they're doing about Cole Street and when? Susan said she met with an engineer on the road mostly to get the driveways tied in. The water is incredible now. Dale said they were told 2 years ago it would be fixed. He has a cesspool in his yard, you built it up a foot, took up the original asphalt and he has moss growing. Susan said we decided as a board to have an engineer look at it. Dale said you haven't told me a thing – you're just talking in circles. When will the road be done? What about the pot holes? Susan said they will be filled. Dale asked when? What about dust suppression. He said he's had enough of this. Susan said the road had to be torn up. Dale asked why? Susan said Aqua was working there. Cheryl said it was our understanding that Aqua was going to go all the way to the top. Dale asked what we consider a pothole. He requested the board go up and look at it. He asked if it will be graded. He asked what we are going to do with the pipe in front of his house? Susan said they will have to pull that out and put a smaller one in. The Board discussed this last month. Julie Swingle of Vista Drive said we took the last piece of his driveway out for our pipe. Dale said he hopes we can feel his frustration. Susan said she has a proposal for the board tonight. Julie said Cole Street was never a dirt road until you came up there. The dust is just unbelievable. Dale asked will it be finished this year before summer ends and was told yes.

Bob Smith, 80 Nicholas Lane, asked if we can do something with these utilities to make them finish their road cuts right. He said Trehab has dug Gateway Industrial Park Road up five times. Susan said she will call them when it needs repair. Bob said the least they should do is pave that whole section. Also, look in the ditches from the workers. They get their dinner and then throw all the Styrofoam and garbage in the ditch. Susan will follow up.

John Carlin of Clinton Street said we're in a new year and we have the same problems. What can we do about the speeding? Can we get all the supervisors in the Valley together to see what can be done about speeding? What can be done? Also, can't we get consistent speed on one road instead of going from 25 to 35 to 30 on the same road? Cheryl said PennDOT has different speed limits on their roads in the township. John asked about code enforcement. He said Sayre, Waverly, South Waverly and Athens Borough all have property maintenance ordinances for grass height, garbage, unlicensed cars, etc. He drove around the township and

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notices on Riverside Drive we have tall grass. Sayre's limit is 6", Waverly is 10". 95% of the people keep their property up. John submitted a letter to the board.

Dan Stark of Clinton Street said the weeds are terrible around the signs on Elmira Street. They're really high. It's disgusting.

No one was present from the fire company. Robin had included information on Act 172 in the board packets regarding tax credits to volunteer first responders.

Richard Bean reported for the Parks and Recreation Commission. Spencer DeKay will be installing the flag pole at Tozer's Landing. Insinger was told it was dry enough to start and that work should be completed by June 7th. Since then it has rained almost every day, so work has stopped again. The Sayre and Athens Rotary Clubs are almost ready to install the playground equipment. They received 2 quotes for the concrete pads for handicap parking. Mayo was the low bidder with a bid of \$9920. They have decided not to pursue Mustang Carriers for the damage to the Tozer's Landing sign. The electric power for the park expansion will be installed when the ground dries out. The highway department will dig a 200' long, 3-1/2' deep hole for the conduit and Barry will lay that out to the panel board. Barry will rent a small backhoe and he and the inmates will lay the wire to the pavilion. The park opened May 13th. George Crowell will build the picnic tables for the 2 new pavilions. He is going to find a volunteer to help him. Bids for Phase III will be going out in June, with bid opening at the June supervisor meeting. The completion date for Phase III will be October 31st.

It doesn't look like Empire access is paying us our fair share. John will look at that again.

John Carlin complained about the flags getting caught in the trees at the fire company and the Veteran's Memorial.

On motion of Ron, second by Cheryl, it was unanimous to approve, sign and execute Skip Schneider's contract for Round Top Phase III.

On motion of Ron, second by Susan, it was unanimous to pay the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Ruth's report was reviewed. She would like to join the Government Finance Officers Assoc. (GFOA). She went to their conference this year instead of the PSATS conference and found it to be much more suited to the work she does. On motion of Christine, second by Ron, it was unanimous to allow Ruth to join GFOA at an annual fee of \$75, and to take that expenditure out of 400.420.

Ruth would also like to see the supervisors purchase a Government Accounting, Auditing and Financial Reporting Book (GAAFR), which will be a useful guide for bookkeepers and auditors. It will also be an excellent resource for elected and appointed officials. The cost is \$239 for members and \$279 for non-members. On motion of Ron, second by Cheryl, it was unanimous to approve this purchase.

At one of the classes it was highly recommended that a computer solely used for accounting would be very beneficial in cutting chances of the township experiencing Cyber Crime or phishing attacks. Discussion was held. Ruth feels we need to consider this. It was also highly suggested to utilize your financial institution's fraud protection, purchasing the service of Positive Pay Protection. She would like to see us do that and will look into that more for us.

On motion of Christine, second by Susan, it was unanimous to ratify the payment of the expenditures from April 26th through May 31st.

On motion of Ron, second by Cheryl, it was unanimous to (as per the 2017 budget plan) transfer \$210,000 from the Act 13 Fund to General Fund and to transfer \$30,000 from General Fund to the Capital Reserve Fund.

Scot Saggiomo was present for Planning Commission and presented the Williams Toyota land development located at 2468 Elmira Street. Planning Commission recommends preliminary approval only, contingent upon resolution of the deficiencies. Tim Gourley, engineer for the project, explained the project. They are looking to expand the existing facility by building a 17,000 sq. ft. service building and installing new signs. They will have the same driveway pattern – entering from Elmira Street, going through the building, and then coming back out through the building. They are proposing more drywells to contain the water on-site. They are also splitting the project into 2 phases: Phase I will be the building and Phase II will be the upper pad, adding an additional 50 spaces to store inventory. Discussion was held. On motion of Ron, second by Christine, it was unanimous to grant PRELIMINARY approval only, contingent upon the resolution of the following deficiencies:

- 1) Will-serve letters needed from utilities
- 2) Information on the retaining wall in sufficient detail to make sure it complies. Need signed and sealed drawings/plans.
- 3) 82 parking spaces are needed. Plans currently show 73 spaces.
- 4) Owner's signature needed on the plans
- 5) A performance bond will be required for Phase I to ensure they finish the work if it is not completed before winter and will need to be done in the spring. This bond will be required prior to the start of Phase II.
- 6) NPDES approval needed from Bradford County Conservation District.

Phase II stormwater management was discussed. The infiltration results are terrible. They are looking to discharge stormwater to 2 drywells on Elmira Street, but PennDOT is requiring the township to be co-applicant. Tim said the municipality has the opportunity to assign all the maintenance back to the applicant. John Thompson said he will work on a 'hold harmless' agreement. Robin asked what about the fact that the township is responsible for the maintenance of the storm sewers on Elmira Street? What is our responsibility for this? John said the hold harmless agreement will take care of it. Ron asked if the agreement will be recorded? He also would like to see something in writing from PennDOT that they are good with this. Will the agreement follow the property? Ron told Tim to put together the storm water plan and have Skip review it. Tim said it will be reviewed by Skip and again by PennDOT. They will tie into the back of the inlet. Ron added it's just a fact of life that they have no place to put their water. Tim said he just needs us to sign off on the application. He would like to submit Phase II to the Planning Commission next month. Scot said be sure the storm water agreement carries over to the next property owner(s). Tim said you would be able to put a lien on the property to enforce it. He wants to get the legal agreements done and get the form signed. The Board will do that at their June meeting if everything is in order. Tim hopes to have the conceptual plan for the June meeting.

On motion of Cheryl, second by Christine, it was unanimous to approve, sign and execute the lease for our storage space in the Enterprise Center in the amount of \$5,000 for July 1, 2017 through June 30, 2018.

On motion of Ron, second by Cheryl, it was unanimous to approve the Kuharchik preventive maintenance contract for our traffic signals for this year at a cost of \$650/intersection and materials at cost plus 25%.

The Hold Harmless form and the Incident Report form will be reviewed at a later time.

Ron said we have cameras in every other department except the garage. We have expensive equipment out there and he would like to see cameras installed. Cheryl said we should do it for safety reasons also. Susan said the trucks are crammed in there and it would be hard to see. Scot will come and look at it and give us some idea as to what can be done. Susan will call Scot when we have a 'full' garage.

No action was taken on the Local Government Safety webinar.

On motion of Cheryl, second by Ron, it was unanimous to proclaim June 18, 2017 as Dorothy Geiger Day in honor of her 100th birthday, and to present her with the original proclamation.

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Susan reported for roads. She had a request to install 2 “Watch Children” signs on Washington Street, as they have a lot of small children on that street. On motion of Christine, second by Susan, it was unanimous to do this.

On motion of Cheryl, second by Susan, it was unanimous to approve the minutes of April 26, 2017 and May 3, 2017 as written. Ron abstained from the minutes of the 26th as he was not in attendance.

On motion of Ron, second by Cheryl, it was unanimous to accept the monthly reports as presented. John Carlin requested that the board get the reports to the newspapers each month.

Correspondence/Information was as listed in the meeting agenda.

Chairman Wood-Walter took the Board into executive session at 8:56 PM for personnel and pending litigation. Robin was asked to stay for the first item and then was excused. The regular meeting reconvened at 10:10 PM.

On motion of Susan, second by Christine, it was unanimous to interview the applicants for the Heavy Equipment Operator and to hire at the end of the month if someone is qualified.

On motion of Ron, second by Cheryl, it was unanimous to have John Thompson begin the appeal process against the Zoning Hearing Board’s decision regarding the Dandy Mini Mart #16 sign variance request.

On motion of Susan, second by Cheryl, it was unanimous to bid out the Cole Street project per the PennDOT spec with tying in the driveways, after having the Cole Street residents sign the hold harmless agreements.

There being no further business, on motion of Ron, second by Cheryl, it was unanimous to adjourn the meeting at 10:20 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
June 28, 2017 7 PM

Supervisor Christine Vough called the meeting to order at 7 PM. Supervisors also present were George Ballenstedt and Susan Seck. Cheryl Wood-Walter and Ronald Reagan were absent. Christine led everyone in the Pledge of Allegiance.

The paving bids for Cole Street were opened and were as follows:

- | | |
|----------------------|-------------|
| 1) Glenn O. Hawbaker | \$81,395.00 |
| 2) M.R. Dirt | \$85,969.55 |
| 3) Bishop Brothers | \$97,503.00 |

On motion of George, second by Susan, it was unanimous to accept the bid from Glenn O. Hawbaker, and for the board to come up with \$50,000 toward the cost.

Next were the bids for Round Top Park Phase III, which were as follows:

- | | |
|------------------------|-----------|
| 1) M.R. Dirt | \$219,075 |
| 2) Insinger Excavating | \$223,800 |
| 3) MAC Builders | \$237,500 |

All bids were in order, with the exception of M.R. Dirt, who did not enclose their certificate of insurance. Josh McRoarty of MAC Builders said the bid form required the submission of the insurance certificate. The legal notice was not specific. Attorney Thompson will research and determine if the M.R. Dirt bid must be disqualified. On motion of George, second by Susan, it was unanimous to award the bid to the lowest responsible bidder provided that the discrepancy between the bid documents and the legal notice does not invalidate the bid.

Voice of the Residents: None

No one was present from the Athens Township Volunteer Fire Company.

Richard Bean reported for the Park Commission. The Valley R/C club will be making their annual report. Penn York Project Grow needs an area for garden plots. Spencer DeKay will be installing the flag pole at Tozer's Landing. The pole and light have been ordered. Insinger Excavation final inspection is scheduled for Thursday. We had weather problems getting the playground equipment installed. The Sayre and the Athens Rotary clubs tried to install the playground on June 17th but the holes were not aligned. Mayo will be putting in the concrete pads. We are waiting for the ground to dry out so that we can install the electric power. The highway department will dig a 200 ft. long, 3-1/2 ft. deep ditch for the electric. Barry and the inmates dug the trenches to the pavilion and the panel board is installed. George is still looking for volunteers to build picnic tables for the two new pavilions. We will open bids on June 28th for Phase III, consisting of a pavilion, composting restroom and a trail from the end of the boardwalk

to the new picnic area. We will be applying for a permit from the Fish Commission to purchase grass carp for the pond at a cost of \$75. Empire franchise was discussed. John will look at this.

On motion of George, second by Susan, it was unanimous to reappoint Cathy Eccker to the Parks Commission for a term to expire July 1, 2022.

On motion of Susan, second by George, it was unanimous to pay invoices and ratify payment of payroll #12 and #13 and invoices paid since last regular monthly meeting.

The Pearl Strange 2-lot subdivision located at 63 Strange Lane was presented for review. All deficiencies have been met, with the exception of the carport being moved out of the setback. On motion of George, second by Susan, it was unanimous to grant preliminary and final plan approval to this subdivision, contingent upon the carport being moved out of the setback.

On motion of George, second by Susan, it was unanimous to grant the 90-day extension request for Sayre Used Auto Sales.

Attorney Thompson presented the Indemnification Agreement for Phase II of the Williams Toyota land development. The applicant's attorney has reviewed the agreement and has approved. John wants the supervisors to review and approve the agreement. Tim Gourley explained the project, advising that PennDOT requires the township to be the applicant or co-applicant in order to tie into their stormwater system on Elmira Street. On motion of Susan, second by George, it was unanimous to approve this when the final agreement is in order, and to sign the PennDOT forms at that time.

On motion of George, second by Susan, it was unanimous to table the camera quote for the garage until our July 26th meeting.

On motion of George, second by Susan, it was unanimous to replace the toilet in the ladies room with a handicap-accessible toilet.

On motion of Susan, second by George, it was unanimous to approve the removal of the diseased tree on the front lawn by Mattison's in the amount of \$350.

On motion of George, second by Christine, it was unanimous to approve the tax refund to Bradford Hospitality (Comfort Inn) in the amount of \$2,684.04, and WPAW (Microtel) when the amount is calculated by Ginger Kinner.

The Liquid Fuels audit was completed and there were no findings.

On motion of George, second by Susan, it was unanimous to send a \$50 donation to Stray Haven in memory of Jason Rogers' dad, Richard Siebecker.

Susan said Cole Street will be getting paved. She said it has been so wet it's difficult to get the roadwork done. Christine asked what the deadline for paving was for Cole Street and it is September 30th.

The approval of the minutes was tabled because George had not attended the meeting of May 31st and had to abstain, leaving only 2 supervisors able to vote, which is not a quorum.

On motion of George, second by Susan, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Ed Reid requested permission to attend 3 classes:

- 1) PA Floodplain Managers Annual Meeting Sept 12 - 13 in State College
- 2) PA Construction Codes Academy Advanced Floodplain Mgmt. Concepts Sept 18 - 21 in Malvern, PA
- 3) PEMA Hazardous Weather and Flooding Preparedness on Oct 16 - 17 in Wilkes-Barre

On motion of George, second by Susan, it was unanimous to approve his attendance at all 3 classes and to pay reasonable expenses.

Michael McDonnell of JHA Companies asked to speak to the Board regarding the Gateway Commons land development. He said in order for them to draw their quarterly funds they need to have 2 buildings available for rental by August 1st. He presented a letter from Dennis Phelps of Trehab and was requesting Certificate of Occupancies for two of the buildings. Robin said this project was submitted as one project and was not submitted or approved in phases, but as a whole. Susan said she would have real concerns with 2 of the buildings being rented when this would still be a construction site with heavy equipment for the 8 additional buildings and the community building. Paving also would not be complete. Robin asked how this would affect the stormwater plan, and if it would even be legal for us to do what they ask. She added that this would need Code Inspection's approval as well. The project only has preliminary approval and would need final approval before it could be occupied. Discussion continued. John Thompson wants to take a look at the legality of it and discuss it with Eddie as well. No action was taken at this time.

The Board set a special meeting to be held on July 12, 2017 at 7 PM. Robin will advertise the meeting for general purposes.

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Athens Township Supervisors
June 28, 2017

Christine took the Board into executive session at 8:50 PM for personnel and pending litigation, and the secretary was excused at that time and the remaining minutes were taken by George Ballenstedt. The regular meeting reconvened at 10 PM.

On motion of George, second by Susan, it was unanimous to hire Lauren Walter as a recycling back-up, contingent on her completion of all necessary paperwork.

On motion of George, second by Susan, it was unanimous to hire Joseph Lane for the DPW highway department, conditioned upon successful passing of background check, drug & alcohol test, and physical exam.

On motion of George, second by Susan, it was unanimous to advertise and schedule July 12, 2017 special supervisor meeting for regular business.

On motion of George, second by Christine, it was unanimous to defer to July 12 meeting the Gateway Commons request for Interim Inspection/Certificate of Occupancy for Buildings 1 & 2 pending solicitor review.

On motion of George, second by Susan to defer decision on Williams Toyota Indemnification Request to July 12 meeting, pending review at July 10 Planning Commission meeting.

The meeting ended.

Respectfully submitted,

Robin L. Smith
Township Secretary

ATHENS TOWNSHIP SUPERVISORS

July 19, 2017 7:00 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:07 PM. Supervisors also present were Ronald Reagan, George Ballenstedt and Susan Seck. Christine Vough was absent. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Cheryl led everyone in the Pledge of Allegiance.

On motion of George, second by Susan, it was unanimous to reject all bids for Round Top Expansion Project Phase III that were opened at the June 28, 2017 meeting.

Cheryl called for the opening of the bids for Round Top Expansion Project Phase III (rebid), which were as follows:

M.R. Dirt	\$209,900
Insinger Excavating	\$208,225
Solid Ground Services	\$203,450

On motion of George, second by Susan, it was unanimous to award the bid to Solid Ground Services.

Voice of the Residents: None

Dennis Phelps of Trehab and Dave Young of JHA were here to discuss the possibility of receiving a Certificate of Occupancy for two of the 10 apartment buildings they are constructing. They said they will take a significant financial hit if two of the buildings are not ready to rent by the end of July. He said they misunderstood the process and submitted the project as a whole and did not submit in phases. Ron said he sympathizes about the weather since he is a farmer, but he doesn't understand why they are talking to us – they should be talking to their investors and money people asking for an extension, since the deadlines are set by them – not us. Ron is concerned about approving 2 buildings and then having the remainder of the site still being a construction site. If construction equipment is sitting around on site, and there are empty buildings, it's just human nature to go snoop. Ron said preliminary approval was given to the whole project, and it's not proper to approve just a portion of the project. The township requires a bond for stormwater, utilities, etc., and everything needs to be in place. George asked who is putting the pressure on and Dennis said the investors. Cheryl said if she was an investor and had 24 families waiting to get into the units and had more coming, that would show the investor that you're solid. Dennis said if they have to take the hit, they'll just have to absorb it. George said there is liability out there for the rest of the project with building and other issues. Ron asked if we are going to start setting precedent? People will come in and expect exceptions to be made for them (you did it for them, you should do it for me, too). Ron really doesn't want to set this precedent. When this proposal first came, there was a big issue about a fence for neighboring property and there is no fence. Safety is the biggest issue. John

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July, 19, 2017

Thompson asked if we can be added onto the bond. Robin said that is a different kind of bond, and that is not the whole issue – is it even legal for us to do this?? Ron said you have 5 years to come in for final plan approval. If you came for an extension on the preliminary plan, we could do that. This issue is between Trehab and their investors. We don't want to set this precedent. Cheryl called for a motion. No motion was made. Dave Young asked what their next step would be. Ron said they would submit their land development showing the two phases, and show how phase II would be finished. Dennis thanked the Board for their time.

John Thompson presented the Williams Toyota Indemnification Agreement for review and approval. He said it has been reviewed, a couple small changes were made, and it has been executed by Landy. On motion of Ron, second by George, it was unanimous to approve, sign and execute the Indemnification agreement and the PennDOT application.

On motion of Cheryl, second by Ron, it was unanimous to allow Williams Ford to close Bressler Street along the length of their property line on August 11, 2017 from 6 – 9 PM to accommodate their "Friday Night Headlights" event.

On motion of Cheryl, second by Susan, it was unanimous to ratify the change of the July 12th meeting to July 19, 2017.

On motion of George, second by Ron, it was unanimous to have Ed join the Pennsylvania Association of Zoning Officials and to pay the annual dues of \$125.

The records retention resolution was tabled until the meeting of July 26, 2017.

Robin presented information from Roberta Blanchard about her possible donation of her land on which the North Branch Canal weigh lock is located. She would like to see this preserved for future generations. The board will review the information.

Ron asked where we are at with the truck that we had listed on Municibid. Susan said they've only driven it twice since then, but she has had them park it. Ron asked about the leaks, and if we have repair estimates. Susan said we would have to take it back to Beam Mack. Ron asked her to call Lon Merril or Tom Walters to look at it and give us an estimate to repair it. Susan will call tomorrow.

On motion of Ron, second by Susan, it was passed to approve the minutes of May 31, 2017 as written. George abstained from the vote as he was not at that meeting. The minutes of June 28, 2017 were tabled again as there was not a quorum of Supervisors present on that date to approve them.

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Athens Township Supervisors
July 19, 2017

Correspondence/Information was as listed in the meeting agenda.

Chairman Wood-Walter took the Board into executive session at 8:25 PM for pending litigation. The secretary was excused and the remaining minutes were taken by Ronald Reagan. The regular meeting reconvened at 9:15 PM.

No action was taken.

On motion of Cheryl, second by George, it was unanimous to adjourn the meeting at 9:17 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
July 26, 2017 7:00 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:06 PM. Supervisors also present were Ronald Reagan, George Ballenstedt and Susan Seck. Secretary Robin Smith was also in attendance. Christine Vough and Solicitor John Thompson were absent. Cheryl led everyone in the Pledge of Allegiance.

Voice of the Residents:

Susan Loomis of 62 Winslow Street said a new business (ESS) has moved in next to her at 48 Winslow Street and they haven't started a land development. There is a very bad parking situation with this business. She asked why this was allowed, and would like the business to be closed down until they are in compliance. Ron Reagan said what the Zoning Office was told is not what was happening. He has spoken with both Ed and Cindy about this – they have given the business 30 days to get a land development to us. He also said we will no longer be issuing permits when everything is not in order. No more. Susan asked what she does in the mean time? Ron said Ed and Cindy gave them 30 days, and he's not going to make them change their decision now. Susan said she still has problems with Walmart, too. Susan said she will see what her attorney says about ESS.

No one was present from the Athens Township Volunteer Fire Company.

Richard Bean reported for the Parks Commission. Spencer Dekay will be installing the flag pole at Tozer's Landing. The pole and light are in. Insinger has completed Phase II and the final payment has been approved. We have had weather problems getting Playground equipment up. Inmates were not able to remove the dirt from the area today due to the latest rains. The Sayre and Athens Rotary Clubs will be installing the playground equipment. Mayo & Son has completed the handicap pad. With the help of the highway department and the inmates, the electric lines have been installed. Now the electrician can install the panel and Tri-County can hook us up with power. We will be picking up the lumber for the picnic tables next Monday and getting it planed. We still need help building them. Solid Ground Services was awarded Phase III of the Round Top Park Expansion Project and will start as soon as they receive their bond which should be around August 7th. We have not received an answer from our solicitor concerning the Empire franchise payments.

On motion of Ron, second by Cheryl, it was unanimous to pay the monthly bills including payrolls #14 and #15 and ratify payments of bills paid since last regular meeting 6/28/17.

On motion of George, second by Susan, it was unanimous to have Ruth attend the Fred Pryor Payroll Law 2017 class in Elmira on September 14, 2017.

Ruth has requested a quote from Kai Pan for a new computer dedicated solely for Athens Township's accounting program (Quickbooks).

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Athens Township Supervisors
July 26, 2017

Marion Carling was present for Planning Commission, and presented the Tiffany/Brett Merritt 2-lot subdivision at 1102 Macafee Road for review. All deficiencies have been met, and Planning Commission is recommending preliminary and final plan approval. On motion of Ron, second by George, it was unanimous to grant preliminary and final plan approval to this subdivision, and to approve, sign and execute the Component II sewage module.

Next was the Williams Toyota Phase II land development. David Adams was present for the applicant. He did not have any updated plans for the project, and nothing showing that deficiencies had all been addressed. On motion of Ron, second by Cheryl, it was unanimous to table this land development until our August 30th meeting.

Planning Commission had sent a letter to the Board stating that their recommendation on the Jeff Paul proposed land development, “based on the Athens Township Zoning Hearing Board’s Decision, did not require a formal land development application”.

Ed had given Robin a Conditional Use application from Richard and Joan Czajkowski for a Senior Personal Care Home proposal at 82-84 Trinity Lane, Athens, PA. The Board set the date of the hearing as September 13, 2017 at 7 PM.

On motion of Ron, second by Cheryl, it was unanimous to accept the quote of Teledair in the amount of \$1400 for 4 cameras to be located in the shop garage, and monitored on the police system.

On motion of Cheryl, second by George, it was unanimous to adopt both RESOLUTION 2017-05 adopting an updated Records Retention Schedule, and RESOLUTION 2017-06 as the form to use for disposition.

Robin reminded the Board of two upcoming webinars that we will be viewing here at our building: “It’s Almost Budget Season...Are You Prepared” on August 16th and “Budgeting for Road Maintenance Activities” on August 23rd. Both will be held from noon to 1 PM.

Susan said the highway department is filling potholes, cleaning ditches and doing dust control. She said Hawbakers is coming tomorrow to look at the driveway tie-ins on Cole Street. Cole Street should be done towards the end of August.

On motion of George, second by Susan, it was unanimous to approve the minutes of July 19, 2017 as written. The minutes of June 28, 2017 were tabled until next month as there was not a quorum present that was in attendance at that meeting.

On motion of George, second by Cheryl, it was unanimous to accept the monthly reports as presented.

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Athens Township Supervisors
July 26, 2017

Correspondence/Information was as listed in the meeting agenda.

Ed had given the Junkyard inspection reports to Robin prior to the meeting. They were unable to access Chris Sutton's junkyard on the hill for inspection. On motion of Cheryl, second by Susan, it was unanimous to approve all junkyard licenses for 2017/2018.

George asked if it would be possible to get copies of the minutes from Athens Township Authority. Discussion was held. The Board directed Robin to send a letter to ATA asking them to send us copies of their minutes each month.

Chairman Wood-Walter took the Board into executive session at 7:50 PM for personnel. The regular meeting reconvened at 8:23 PM.

On motion of Susan, second by Cheryl, it was unanimous to hire Mark Stark, Jr. as a heavy equipment operator per terms of the union contract, contingent upon successful completion of the background check and drug/alcohol testing, and completion of all the necessary employment paperwork.

There being no further business, on motion of Cheryl, second by Ron, it was unanimous to adjourn the meeting at 8:25 PM.

Respectfully submitted,

Robin L. Smith
Secretary

ATHENS TOWNSHIP SUPERVISORS
August 30, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:01 PM. Supervisors also present were Ron Reagan, Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson, Treasurer Ruth Casterline, and Secretary Robin Smith were also in attendance. Cheryl led everyone in the Pledge of Allegiance.

Voice of the Residents: None

Dave Steinfelt was present for the fire company (ATVFC). He said they had made a request 2-3 months ago for Act 13 money for their air packs that are expiring. They have replaced all but 18, and request \$18,000 for this purpose. He said they have been doing a lot of training. They had a chicken barbecue at the Henry Dunn lot and sold out. They are having another Sportsman's Night on September 23rd – tickets are available for \$30 each. They are super busy with calls – 149 to date – and need drivers to get trucks to the scenes during the daytime calls.

Richard Bean reported for the Parks Commission. The road in Round Top Park needs to be resurfaced. Ron said the roads in general are awful, adding that Round Top Park Road should be one of the best roads in the township. Spencer Dekay has completed his Eagle Project of installing a flagpole at Tozer's Landing Boat Launch. Insinger has been told to come back to reseed the areas that haven't grown. The playground area is finally ready for the Sayre and Athens Rotary clubs to come and install the playground equipment. They are waiting for Bryon Clymer to install the electric service. Once that is done, Tri County Electric can come and hook up the transformer. The oak lumber for 19 picnic tables was donated by Secrist Lumber. The tables were built at the home of Steven Bean. He planed the lumber and built all the templates. Tables were assembled there by volunteers and taken to Round Top where they will be painted. Solid Ground Services has not started work on Phase III yet. They plan to start October 2nd. Phase I needs to be completed by January or February of 2018.

Richard asked when Round Top Road can be done? Christine asked if we can get on a list to be scheduled. Susan said we are far behind on our own roadwork, too. Christine said she doesn't want to miss an opportunity because we can't get it done. Ron said people are driving on the lower ballfield and asked Richard if guard rails or big rocks could be placed around it to keep vehicles off. Richard said that could be done, but he wants to get through the 3-phase expansion project and then see what money they have left.

Dave Steinfelt said the Ag kids at the high school can do/help with projects. National Honor Society kids, Eagle Scouts, etc. can also help. Dave said Richard and the guys do an incredible job at the park. He is glad to see the improvements. He agrees with Ron about the road – when he drives up there with his ¾-ton pickup you really have to hang on when you drive on it. He also added these guys don't get enough thanks for what they do.

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Athens Township Supervisors
August 30, 2017

On motion of George, second by Christine, it was unanimous to pay the monthly bills as presented. A complete list of revenues and expenditures is on file in the Treasurer's office.

On motion of Ron, second by Susan, it was unanimous to purchase a stand-alone computer for the financial software from Kai Pan Consulting in the amount of \$849. This will be paid for from account number 402.50.

Clif Cheeks presented the Williams Toyota Phase II for preliminary plan approval only. They have received Bradford County Conservation District approval. John Thompson has the executed Ownership & Maintenance Agreement and will see Robin gets that for the file. The only 2 outstanding items are:

- 1) PennDOT HOP not issued/received yet
- 2) No owner's signature on the plans

On motion of Ron, second by Christine, it was unanimous to grant preliminary approval ONLY to this land development, contingent upon the resolution of these 2 items above.

Robin presented information from the Chamber of Commerce. They have reached out to us to become a member at a cost of \$250/year. Discussion was held. This was tabled until our September 27th meeting.

Cheryl had a letter from FEMA re: a September 6th meeting with them to review flood map revisions for our township. Robin suggested Ed attend since he is our floodplain manager. On motion of Cheryl, second by Susan, it was unanimous to send Ed Reid to this meeting.

Our first budget workshop was set for September 20, 2017 at 6 PM.

Robin explained that Bradford County Planning and Mapping will be doing the 2020 Census at the county level, and that will include Athens Township. We could do it on our own, but with them already doing it, we can just work with them. On motion of George, second by Cheryl, it was unanimous to have the County do our 2020 Census.

Robin presented the Adopt-A-Road report for King Road, by the "Friends of King Road". They (2 volunteers) did their cleanup on July 29th and collected 4 bags of trash, 2 bags of recyclables, and 1 TV in approximately 2-1/2 hours. The Board thanks them very much!

The Bradford County Comprehensive Plan Update committee minutes were presented. They continue to look for members to sit on the committee, and also have a survey available online if you want to have input.

On motion of Cheryl, second by Susan, it was unanimous to ratify John's communication with the appropriate DEP representatives to investigate the status of the Athens Township Landfill.

Susan said they have an agenda for the roads. The money is thin, but we have a full crew. Cole Street is done. One driveway needs attention, but it's on schedule. The McKinney Hill Road project is coming along well. On motion of Susan, second by Cheryl, it was unanimous to send the new crew members to the Dirt and Gravel Road Program Municipality Day on September 26th from 7 AM to 3 PM, and to send others at her discretion. There is a fee of \$50/person. Susan will register whoever will go.

Susan said Pump Station Hill Road, Meadowlark Drive and Highland Drive are scheduled to start the tar and chip on Tuesday, September 5th, weather permitting. She will confirm the dates to Robin tomorrow so she can alert the press and EMS. Chris Sutton fixed the tractor with the wheel off and it's up and running. Truck 7 has broken springs that are being replaced at Furman and Jones. They are using the water truck for salt brine and Susan wants Decatur's to do the crown rust inhibitor (\$200) and the Board is okay with that. Cheryl said we should be trying to do preventative maintenance. Robin asked if she was going to do more trucks and Susan wants to look into that.

Robin said we need a motion to do Pump Station Hill Road, Meadowlark Drive and Highland Drive. Ron said our township roads are crap. Reagan Road and Sunnyfield Drive are a disaster. Susan said your road was an afterthought this year. Cheryl said we have to drive on the wrong side of the road. Susan said we're doing budget in September. Christine said the mowing needs to also be done because it's a safety issue.

On motion of George, second by Christine, it passed to approve the minutes of June 28, 2017 as written. Ron and Cheryl abstained as they were not here for that meeting.

On motion of Cheryl, second by Ron, it passed to approve the minutes of July 26, 2017 as written. Christine abstained as she was not here for that meeting.

On motion of George, second by Christine, it was unanimous to accept the monthly reports as presented.

On motion of Ron, second by Cheryl, it was unanimous to give our fire company the \$18,000 they requested to replace their air packs that are expiring. This will come from our newest Act 13 check.

On motion of Ron, second by Cheryl, it was unanimous to allow the school to put a Rusty Rail Collection Box in our lobby.

Correspondence/Information was as listed in the meeting agenda.

Sayre High School will be holding an electronics recycling day at the high school on September 9th.

Tom VanFleet presented a request for a \$500 donation to the Sirens for Santa program. Our police department does this at Christmas in conjunction with Sayre PD. They work with the Sayre and Athens School Districts to provide 'Christmas' to needy kids and their families. There are no sign-ups, as they reach out to the schools, members of the community, CYS, Foster Care, etc. to find specific children and families in need. Sirens for Santa provides jeans, shirts, age-appropriate toys, gift cards for groceries, etc., and they purchase everything locally. Tom said in 2015 they helped 4 families (13 children) with their donations of \$752. In 2016 they helped 11 families (26 children) with their donations of \$2,390. They do accept donations of toys and money from anyone wishing to donate. This year they are going to try to include new smoke alarms for each family. On motion of Cheryl, second by Christine, it was unanimous to donate \$500 to Sirens for Santa.

Cheryl took the Board into executive session at 8:53 PM for personnel and pending litigation. The secretary was excused at this time. The regular meeting reconvened at 10:31 PM.

On motion of George, second by Susan, it was unanimous to reappoint John Baird to the Zoning Hearing Board for a term to expire September 9, 2020.

On motion of Ron, second by George, it was unanimous to have John file an appeal to the Pelachik decision.

On motion of Cheryl, second by George, it was unanimous to participate in the class action settlement of suit filed in the US District Court, Middle District of Florida, Civil Action 2:15-cv-00793.

There being no further business, on motion of Ron, second by Cheryl, it was unanimous to adjourn the meeting at 10:36 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
Budget Workshop
September 20, 2017 6:00 PM

Vice Chairman Ronald Reagan called the meeting to order at 6:10 PM. Supervisors also present were Susan Seck and George Ballenstedt. Christine Vough arrived at 6:15 PM and Cheryl Wood-Walter arrived at 6:26 PM. Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance. Ron led everyone in the Pledge of Allegiance.

Bob Blauvelt and Jean Stackhouse were present for the Athens Township Volunteer Fire Company. They presented their proposed budget for 2018. They are asking for an increase in their funding from \$96,000 to \$100,000. They thanked the Board for the \$18,000 in Act 13 funds for the replacement of 18 air packs that are expiring.

Robin presented the Minimum Municipal Obligation for both the Police (\$80,318) and the Non-Uniformed (\$88,507) pension funds for 2018. On motion of Ron, second by Cheryl, it was unanimous to adopt RESOLUTION 2017-08, eliminating member contributions into the current respective plans for the calendar year of 2018.

On motion of George, second by Christine, it was unanimous to approve the road names of Wolf Lane, Buffalo Lane and Moose Lane for the Gateway Commons project.

On motion of Ron, second by George, it was unanimous to allow anyone to go to the Fall Forum in Wellsboro on October 30th and 31st.

Robin said Kirstie Lake was interested in the PMGA courses through PSATS. Right now they are only scheduled in the southern part of the state, with the closest being 3-1/2 hours away – one way. Robin emailed Trisha Maxwell at PSATS to see if they will be offering these courses closer to us this coming year, but she has not heard back. This matter was tabled until our regular meeting next week to see if we can get an answer from PSATS.

The budget workshop commenced. John Thompson arrived at 8 PM. Cheryl recessed the regular meeting for executive session for personnel and pending litigation at 8:18 PM. The secretary passed out information for the executive session and was excused after that. The regular meeting reconvened at 9:45 PM. No action was taken.

There being no further business, on motion of Ron, second by Cheryl, it was unanimous to adjourn the meeting at 9:45 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
September 27, 2017 7:00 PM

Supervisor Christine Vough called the meeting to order at 7 PM. Supervisors Susan Seck and George Ballenstedt were also in attendance. Ronald Reagan arrived at 7:08 PM. Cheryl Wood-Walter was absent. Christine led everyone in the Pledge of Allegiance.

Voice of the Residents:

Robin read a letter dated September 11, 2017 from Richard L. Czajkowski at his request concerning their proposed land development on Trinity Lane.

Richard Bean presented a Certificate of Appreciation to Spencer Dekay for the installation of the flag pole and flags at our Tozer's Landing Boat Launch as his Eagle Scout project. Spencer Thomas will be making and installing new signs for the pavilions and new directional signs for his Eagle Scout project. The playground area is being installed by the Sayre and Athens Rotary Clubs. The electric service has been installed for the park expansion. We are now waiting for Tri County Electric to install and hook up the transformer. 17 of the 19 picnic tables have been painted, and all have been moved to the pavilions. Solid Ground Services has not started Phase III yet. They plan to start October 6th and a week later the pavilion and restrooms will be delivered. Round Top Road and the parking lots will be paved before the park opens in May. GVCC is holding a fundraising event for our work on Round Top Park. It will be food tasting and an auction on October 19th. They will discuss a DCNR motorized trail grant with members of the off-road club.

The Treasurer's report was reviewed. On motion of Christine, second by George, it was unanimous to approve the payment of the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Clif Cheeks presented the Joseph/Mary Lou/Doris Hiley subdivision on Alleyhoot Road for review. There are no deficiencies. On motion of Christine, second by Susan, it was unanimous to grant preliminary and final plan approval to this subdivision, and to execute the sewage module.

Next was Gateway Commons. Two deficiencies remained: 1) they still need to place seed and mulch; 2) The fencing needs to be completed on the north side of the property. Three families were in attendance to ask when this will be approved so they can move into their new places. On motion of George, second by Christine, it was unanimous to grant final plan approval to the land development, contingent upon the resolution of the two deficiencies.

On motion of Ron, second by Susan, it was unanimous to approve "Wonderland Lane" as the private road name for the Tiffany Merritt subdivision off Macafee Road.

No action was taken to join the Chamber of Commerce.

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Athens Township Supervisors
September 27, 2017

On motion of Christine, second by Susan, it was unanimous to set Trick-or-Treat night as October 31, 2017 from 6 PM to 8 PM.

Robin presented the corrected Police MMO for 2018. The amount had been miscalculated and has been corrected to \$72,832 for 2018.

The Board asked Robin to call Roberta Blanchard and tell her to contact us after her son has cleared the weighlock property in November so we can come and see it.

On motion of Ron, second by Susan, it was unanimous to approve, sign and execute the response contract for our traffic signals with Kuharchik.

On motion of George, second by Christine, it was unanimous to appoint Steve Sumner as the Athens Township representative to the Valley Joint Sewer Authority for a term to expire December 31, 2018.

On motion of Ron, second by Susan, it was unanimous to ratify the donation of \$50 in memory of Lance Bentley to the Richard L. Bentley Memorial Playground in South Waverly.

On motion of Ron, second by Christine, it was unanimous to vote for Jack Hines and Tim Horner as Trustees to the PSATS Unemployment Compensation Group Trust.

Susan reported for Public Works. They are working the roads and have done the tarring and chipping. They will fill the potholes on Round Top Road with the pug mill mix.

On motion of Susan, second by Christine, it was unanimous to ratify the tarring and chipping of Meadowlark Drive, Highland Drive and Pump Station Hill Road and to pay for this work from the Public Works General Fund.

On motion of Susan, second by Christine, it was unanimous to ratify the payment for the paving of Cole Street by Hawbaker with the inclusion of Change Order 001 dated August 8, 2017 to be paid from our Liquid Fuels Fund.

On motion of Susan, second by Christine, it was unanimous to ratify the payment for the Cole Street concrete work completed by J & D Ward Contracting in the amount of \$1,350 to be paid from the Public Works General Fund.

On motion of George, second by Ron, it was unanimous to approve the minutes of August 30th and September 20, 2017 as written.

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On motion of Christine, second by George, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Vice Chairman Ron Reagan took the Board into executive session at 7:45 PM for personnel and pending litigation. The Secretary was excused at 7:53 PM and the remaining minutes were taken by George Ballenstedt. The regular meeting reconvened at 8:47 PM.

On motion of George, second by Susan, it was unanimous to ratify John Thompson's filing of the appeal from the Zoning Hearing Board non-decision of Dandy Mini Mart application for variance; and ratify the filing of a Notice of Intervention in Dandy's appeal of the placement of the kerosene pump.

There being no further business, on motion of Ron, second by Christine, it was unanimous to adjourn the meeting at 8:50 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
Budget Workshop 6 PM October 4, 2017

The budget workshop was called to order at 6:06 PM. Supervisors present were Cheryl Wood-Walter, Ronald Reagan, Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson and Secretary Robin Smith were also in attendance.

Chairman Wood-Walter took the Board into executive session at 6:08 PM for personnel. The budget workshop reconvened at 6:44 PM, at which time Treasurer Ruth Casterline joined the workshop.

Robin asked the Board to review the Developer's Escrow fund line by line to see what money still needs to be held and what money can be refunded. It was determined that Candlewood Suites (\$2,282.50), Don Sherwood Comfort Inn (\$5,087.50) and Sayre Health Care 2014 (\$750.00) should be returned at this time. Ron said Ed will need to contact them to ask for a letter requesting the return of the funds, after which Ruth will cut a check for the respective amount.

The budget workshop commenced and continued through the first draft of General Fund. The next budget workshop was set for Wednesday, November 1, 2017 at 6 PM.

On motion of Christine, second by Cheryl, it was unanimous to accept the quote of Douglas Brothers, Inc. for an amount not to exceed \$15,000 for the work at the old landfill, and will be paid for out of General Fund. John Thompson will contact Jerry Peterson concerning this.

There being no further business, on motion of Ron, second by Susan, it was unanimous to adjourn the workshop at 8:25 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS

October 25, 2017 7:00 PM

Meeting was called to order by Vice Chairman Ronald Reagan. Supervisors also present were Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Cheryl Wood-Walter was absent. Ron led everyone in the Pledge of Allegiance.

Voice of the Residents: None

No one was present from the Athens Township Volunteer Fire Company.

Richard Bean reported for the Parks and Recreation Commission. John Spencer will be installing new signs on Round Top for his Eagle Scout project. Tri-County Electric has installed the new service for the park expansion. Solid Ground Services has started work. The trail has been cleared and the mulch is being put down. Vought Construction will do the concrete work for the playground equipment tomorrow. Greater Valley Chamber of Commerce held a benefit auction for our work on Round Top. Richard will be meeting with DCNR Tuesday concerning the grant for the motorized trails on Round Top. The grant does not require any matching funds. Bradford County Action clients started work Monday on Round Top. They work 20 hours per week. Barry's last day will be November 17th, or as long as he has work for Bradford County Action volunteers. Round Top closes November 18, 2017. Water will be turned off October 31st. We will open the park after deer season when there is enough snow on the ground for cross country skiing.

The Treasurer's report was reviewed. On motion of Christine, second by George, it was unanimous to approve the payment of the monthly bills as presented. A complete list of revenues and expenditures is on file in the office of the Treasurer. On motion of George, second by Susan, it was unanimous to accept the payroll schedule for 2018/2019 as presented. On motion of Ron, second by Susan, it was unanimous to approve the payment of the Manufacturer & Business Association invoice.

Scot Saggiomo presented the Theresa Smith/Patrick Sullivan 2-lot subdivision for review. Lot A is to become part and parcel to the adjacent lot of Richard C. Schmidt II and Barbara J. Schmidt, located on Sullivan Drive in Queen Esther Estates. Planning Commission recommends preliminary and final plan approval. All deficiencies have been met. On motion of Christine, second by Susan, it was unanimous to grant preliminary and final plan approval to this subdivision.

Sayre Used Auto Sales has never submitted a plan to be formally reviewed. On motion of Ron, second by George, it was unanimous to grant a 90-day extension from today (expires January 23, 2018) for the submission of their land development for formal review, with the stipulation that no more extensions will be granted.

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On motion of George, second by Susan, it was unanimous to reappoint Ron Reagan to the Planning Commission for a term to expire October 30, 2021.

John Thompson will contact Mark Snyder of Topp Business Solutions regarding document storage.

On motion of Ron, second by Christine, it was unanimous to approve the revision of the mortality table for both pension plans as recommended by our actuary, John Vargo of Conrad Siegel.

On motion of George, second by Christine, it was unanimous to release the funds to the Spalding Memorial Library.

On motion of Christine, second by Susan, it was unanimous to ratify the advertising for a Heavy Equipment Operator to replace Gene Millard whose last day was yesterday.

On motion of George, second by Susan, it was unanimous to approve the purchase of a new township laptop for \$899 as per Kai Pan Consulting quote #8008.

On motion of George, second by Ron, it was unanimous to refund the \$30 zoning permit fee that was paid by United Way for their event in Round Top Park.

On motion of Christine, second by Susan, it was unanimous to allow the office employees to use one of their vacation days for December 26th (if they wish to), even if it means the office will be closed.

On motion of George, second by Christine, it was unanimous to approve the Bradford County Humane Society contract for 2018 in the amount of \$1,312.75.

On motion of Christine, second by Ron, it was unanimous to approve George Ballenstedt's fire police application for ATVFC. George abstained as it is his application.

No action was taken regarding a notary for the township.

Susan reported for the public works department. We need CDL drivers. Gene left yesterday, and Randy will be leaving in January. Susan got together with Darrin and Jim from Vestal Asphalt to get tar and chip prices for 2018.

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On motion of George, second by Susan, it was unanimous to approve the minutes of September 27th and October 4, 2017 as written.

On motion of George, second by Ron, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Vice Chairman Reagan took the Board into executive session at 7:45 PM for personnel and pending litigation. The regular meeting reconvened at 11:15 PM.

On motion of George, second by Christine, it was unanimous to authorize John Thompson to file a response to the Pelachick lawsuit.

On motion of George, second by Ron, it was unanimous to authorize John Thompson to file preliminary objections, if warranted, to any attempt to reinstate or otherwise pursue the Real Estate Assessment Appeal of the VA Clinic.

There being no further business, the meeting adjourned at 11:17 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
Budget Workshop 6 PM November 1, 2017

Chairman Cheryl Wood-Walter called the meeting to order at 6:03 PM. Supervisors also present were George Ballenstedt and Susan Seck. Christine Vough and Ronald Reagan were not in attendance. Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance.

Robin reported that we discovered one of the big windows in Ruth's office was broken. The Board approved Robin to call to have it repaired.

Discussion continued on the 'mold smell' in the lobby and meeting room. Gary Webster's workers were here earlier but were unable to determine what/where the smell was originating. They will come back in the morning to check the building from the outside.

The budget workshop commenced. The entire budget was reviewed and we have a tentative balanced budget.

John Thompson arrived at 8:10 PM.

On motion of Cheryl, second by George, it was unanimous to have John Thompson cancel the optional scanning contract entered into with Imagenet.

On motion of Cheryl, second by Susan, it was unanimous to go with Topp Business Solutions for our digital document storage.

On motion of George, second by Cheryl, it was unanimous to adopt RESOLUTION 2017-09 revising the Municipal Liquor License Transfer original RESOLUTION 2017-04 adopted April 19, 2017.

Chairman Wood-Walter took the Board into executive session at 8:30 PM. The regular meeting reconvened at 9:55 PM.

There being no further business, on motion of Cheryl, second by Susan, the meeting was adjourned at 9:56 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS

November 20, 2017 6:00 PM

Vice Chairman Ronald Reagan called the meeting to order at 6:15 PM. Supervisors also present were George Ballenstedt, Christine Vough, and Susan Seck. Cheryl Wood-Walter arrived at 7:30 PM. Solicitor John Thompson was also in attendance.

Voice of the Residents: None

Vice Chairman Reagan took the Board into executive session at 6:17 PM for personnel and pending litigation. The regular meeting reconvened at 8:58 PM.

On motion of Ron, second by George, it was unanimous to authorize Susan to sign verification to the answer to Pelachick complaint.

On motion of Susan, second by George, it was unanimous to authorize Susan to reach out to Mr. West re: interest in being hired by ATWP DPW and if interested make offer to hire contingent upon successful background check and drug test.

On motion of George, second by Ron, it was unanimous to have Robin contact Kai to clone DocStar hard drive and then erase hard drive.

There being no further business, the meeting ended at 9:12 PM.

Respectfully submitted,

George C. Ballenstedt
Supervisor

ATHENS TOWNSHIP SUPERVISORS
November 29, 2017 7:00 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7:10 PM. Supervisors also present were Ronald Reagan, Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson, Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance. Cheryl led everyone in the Pledge of Allegiance.

Voice of the Residents: None

Eleanor Hill and Meade Murtland were present from the Greater Valley Chamber of Commerce. They explained to the Board the benefits of becoming a member of the Chamber. They recently donated to the Round Top Park Expansion project. They do the Valley Map updates each year; do the CHOICES program through the schools; NYPENN Leadership Course for future community leaders; Valley Guide updates; and help small businesses transition into larger businesses. They also offer business development classes for their members. The Board took no action at this time.

David Steinfelt was present for the Athens Township Volunteer Fire Company. They have sent out their fund drive letters, and have also replaced all their airpucks now with the help of the Act 13 funds. They have been very busy as a fire company this past month. They asked about coordinating the installation of the star on Round Top. The Parks will be taking the star up on December 8th and the fire company will install the star on the 10th. Dave also reminded everyone to keep their holiday trees watered this season.

Richard Bean reported for the Parks Commission. He said they are applying for an ATV trails grant and need to approve the contract for the necessary engineered drawings to submit with the application, which will be a cost of approx. \$3,000. Robin said the contract we have covers the entire project, whether we get the money or not, and we would be on the hook for the entire \$28,900. We will have Skip revise the contract to only charge for the first item (\$3K) at this point, and change the wording to say the contract is contingent upon our receipt of the grant, and then we will only pay for the items we get funding for. There are no matching funds required for this grant. On motion of Christine, second by George, it was unanimous to adopt RESOLUTION 2017-10 to make the Chairman of the Board the signatory for the ATV grant application. Solid Ground Services has completed the trail from the end of the boardwalk around the pond up to the picnic area. They have installed the poles and poured the concrete floor for the Jack Walter Pavilion. They are waiting on trusses and the roof which will arrive December 11th. There has also been a delay in the delivery of the restroom. That will be delivered on Deember 11th as well. They will be back in the spring to plant grass. They need to get a work detail after deer season to move the mulch into the playground area. The park closed November 18th. The water has been turned off. The park will be opened after deer season on days there is enough snow for cross country skiing. They need help to deliver the star to Round Top on Friday, December 8th. A \$1000 donation was received from Northern Tier Solid Waste Authority in memory of Jack Walter.

On motion of Ron, second by George, it was unanimous to pay the monthly bills (including the COG dues for 2018 and the Bradford County municipal contribution invoice for 2018) as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Scot Saggiomo presented the Oak Hill Ventures sewage module for approval. On motion of Ron, second by Cheryl, it was unanimous to approve, sign and execute this sewage module.

Next was the Patrick Sullivan 2-lot subdivision on King Road. Discussion was held as to access of sewer service to this property. Ron said they do have a will-serve letter from ATA, but they will either need an easement/right-of-way through the Hafer property and a 400-foot tie-in, OR they will have to perc the site for on-lot septic. This could be a problem later. We need to make sure the sewer is done legally. Mr. Sullivan was represented by Attorney Rosenbloom, who stated that the ordinance requires a will-serve letter from the Authority, and they have that. John Thompson said that letter does meet the ordinance requirement. Ron does not want this to slip through the cracks. On motion of Christine, second by Susan, it was unanimous to grant preliminary and final plan approval to this subdivision.

Aqua Pennsylvania's land development on Center Street was presented for final plan approval. There were 2 deficiencies, but they have been met. Russell Lantz from R & G Auto is adjacent to the Aqua property. He said a water problem has developed since the building was built. Water from the roof, lot, etc. is causing a problem on their side. The stormwater engineer was not aware of that, but said they can work something out – maybe some micro-grading to get the water to pond. The roof drains are not directed underground. She said the next time it rains, they will go out and fix the problem. Mr. Lantz is agreeable to that. On motion of George, second by Susan, it was unanimous to grant final plan approval to this land development contingent upon the resolution of the grading/water issue.

The budget was presented at this time. George made a motion to advertise the proposed budget for adoption at our December 27th meeting. Christine said the raises aren't in there yet. Three percent is in for the road crew but nothing is in for the other departments. Discussion was held. There was no second to the motion. It was decided to have another budget meeting on December 4th at 6 PM and to advertise it as available for review by the public on December 7th.

No action was taken on a resolution for Act 42.

On motion of Ron, second by George, it was unanimous to set the last Wednesday of every month at 7 PM as our meeting dates for 2018, exception being December 19th.

On motion of Ron, second by Christine, it was unanimous to set the Christmas luncheon for Friday, December 22nd at noon.

Ron reminded everyone that we need someone for Zoning Hearing Board now that Kirstie Lake has been elected Supervisor.

The quote for additional security equipment was tabled.

Susan said we need to do an extension letter for the McKinney Hill project, and also need a letter requesting an additional advance of 20% more for this project. On motion of Christine, second by Susan, it was unanimous to have Robin prepare the letters for Susan to hand-deliver to Brad. Co. Conservation.

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It was decided to hold off on the propagation study for the highway repeater at this time, since the radio problems are mostly resolved.

Ron said he had been to the COG meeting where they discussed CDL regulations for cell phone usage. Robin passed out a sheet explaining the regulation to the Board, and gave copies to Susan to give the drivers.

On motion of George, second by Ron, it passed to approve the minutes of October 25, 2017 as written. Cheryl abstained as she was not in attendance.

On motion of George, second by Cheryl it passed to approve the minutes of November 1, 2017 as written. Ron and Christine both abstained as they were not in attendance.

On motion of Cheryl, second by Susan, it was unanimous to approve the minutes of November 20, 2017 as written.

On motion of Ron, second by George, it was unanimous to accept the monthly reports as presented.

The Board will discuss the possibility of membership in the Chamber of Commerce at their meeting on December 4th.

Correspondance/Information was as presented in the meeting agenda.

Chairman Wood-Walter took the Board into executive session for personnel and pending litigation at 8:45 PM. Robin left at 9:47 PM. The regular meeting reconvened at 10:15 PM, and the remaining minutes were taken by Ronald Reagan.

On motion of George, second by Ron, it was unanimous to allow any supervisors (including Kirstie) to go to PSATS "boot camp" if they so choose.

On motion of George, second by Christine, it was unanimous to have Robin purchase a \$250 gift card from Field and Stream for Roger Clink's 25th anniversary of employment; purchase a plaque with a clock for Elaine Daddona's 20th anniversary of employment; and to purchase the flag wall gun cabinet for Larry Hurley for his retirement.

On motion of Ron, second by Cheryl, it was unanimous to execute the contract with Class A Cleaning for both carpet cleaning and office cleaning. The Board will advise our current cleaning company that they will be finished on December 28th of this year.

On motion of Susan, second by George, it was unanimous to request an extension to 2018 for the Dirt and Gravel program.

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On motion of George, second by Cheryl, it was unanimous to have Attorney Thompson send letters to KDI, Imagenet and Padco to terminate our contract(s) with them.

There being no further business, on motion of Ron, second by Christine, it was unanimous to adjourn the meeting at 10:19 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
December 14, 2017 3:30 PM

Meeting was called to order at 4:55 PM by Vice Chairman, Ronald Reagan. Supervisors also present were Susan Seck, Christine Vough and George Ballenstedt. Cheryl Wood-Walter was absent. Secretary Robin Smith and Solicitor John Thompson were also in attendance.

On motion of Christine, second by Susan, it was unanimous to approve, sign and execute the Sales Order with Topp Business Solutions.

On motion of Ron, second by Christine, it was unanimous to approve Ed's membership in the Association of State Floodplain Managers for 2018.

Vice Chairman Reagan took the Board into executive session at 5:25 PM for personnel. The secretary was excused at this time. The meeting reconvened at 7:04 PM.

On motion of Ron, second by Christine, it was unanimous to adjourn the meeting at 7:05 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
Special Meeting 7 PM December 21, 2017

Chairman Cheryl Wood-Walter called the meeting to order at 7:07 PM. Supervisors also present were Ronald Reagan, Christine Vough and Susan Seck. George Ballenstedt was absent. Solicitor John Thompson and Supervisor-Elect Kirstie Lake were also in attendance. The meeting minutes were taken by Ronald Reagan.

Voice of the Residents: None

On motion of Ron, second by Christine, it was unanimous to have Cheryl sign the letter for terminating the cleaning service.

Chairman Wood-Walter took the Board into executive session at 7:10 PM. The meeting reconvened at 9:10 PM.

There being no further business, on motion of Ron, second by Susan, it was unanimous to adjourn the meeting at 9:10 PM.

Respectfully submitted,

Ronald P. Reagan
Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
December 27, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7 PM. Supervisors also present were Ronald Reagan, Christine Vough, George Ballenstedt and Susan Seck. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Cheryl led everyone in the Pledge of Allegiance.

Voice of the Residents – None

No one was present from the Athens Township Volunteer Fire Company.

On motion of Ron, second by George, it was unanimous to pay the monthly invoices as presented. A complete list of revenues and expenditures is on file in the office of the Treasurer.

Chairman Wood-Walter recessed the regular meeting at 7:05 PM and took the Board into executive session for personnel. The regular meeting reconvened at 7:15 PM.

On motion of Ron, second by Cheryl, it was unanimous to appoint Officer Roger Clink as Chief of Police for Athens Township effective January 2, 2018, contingent upon his Memorandum of Understanding being worked out and being fully executed.

On motion of Christine, second by George, it was unanimous to adopt RESOLUTION 2017-11 setting the millage rate at 11 mills for 2018.

On motion of George, second by Christine, it was unanimous to adopt RESOLUTION 2017-12 setting the fire company contribution for 2018 at \$96,000.

On motion of Christine, second by Susan, it passed to adopt RESOLUTION 2017-13 adopting the 2018 budget as advertised. Ron voted no.

On motion of Cheryl, second by Christine, it was unanimous to adopt RESOLUTION 2017-14 opposing HB 1620 (the Wireless Infrastructure Deployment Bill).

On motion of Ron, second by Cheryl, it was unanimous to approve the minutes of November 29, 2017 as written.

On motion of Cheryl, second by Ron, it passed to approve the minutes of December 4, 2017. Susan abstained as she was absent from that meeting.

On motion of Ron, second by George, it passed to approve the minutes of December 14, 2017 as written. Cheryl abstained as she was absent from that meeting.

On motion of Cheryl, second by Christine, it passed to approve the minutes of December 21, 2017 as written. George abstained as he was absent from that meeting.

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On motion of George, second by Ron, it was unanimous to accept the monthly reports as presented.

Susan reported that the road crew was out on Christmas Day. So far, so good. They have been pre-treating the roads.

Correspondence/Information was as listed in the meeting agenda.

This was Cheryl's last meeting as an Athens Township Supervisor and the Board thanked her for her 12 years of service.

Chairman Wood-Walter took the Board into executive session at 7:30 PM for pending litigation and personnel. The secretary was excused at this time and the remaining minutes were taken by Ronald Reagan. The regular meeting reconvened at 8:03 PM.

On motion of Susan, second by Ron, it was unanimous to advertise for a Public Works position.

On motion of Cheryl, second by Christine, it was unanimous to adjourn the meeting at 8:04 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
December 4, 2017 6 PM Budget Workshop

Chairman Wood-Walter called the meeting to order at 6:10 PM. Supervisors also present were George Ballenstedt, Ronald Reagan, and Christine Vough. Susan Seck was ill. Ruth Casterline was in attendance, and Attorney Thompson was here for 5 minutes.

On motion of Ron, second by George, it was unanimous to have Cheryl sign and execute the contract with Shoener Environmental for Task 1 only.

On motion of Christine, second by George, it was unanimous to advertise the 2018 budget.

Into executive session at 8:10 PM. Out of executive session at 8:45 PM.

On motion of Ron, second by Cheryl, it was unanimous to adjourn the meeting at 8:50 PM.

Respectfully submitted,

George Ballenstedt
Supervisor